

Cedaroak Park PTA Meeting Minutes

General Board Meeting
 Wednesday, January 15, 2025 | 6pm - 7:15pm
 Location: Cedaroak Park Primary Library

Cedaroak Park Primary
 PTA Meeting Sign In
 Date: Jan 15th, 2025

First Name	Last Name	Email	Are you a PTA Member?
Susan	Haley	susan.haley@gmail.com	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
ALLIE	COOMBS	allicoombs@7E@gmail.com	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
ZELI	VANDEN HEUVEL	zeli.vandenuvel@gmail.com	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Charles	Hull	Hull.father@gmail.com	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Brian	Peters	peters.brian@gmail.com	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Cassie	Holliday	cholliday3030@gmail.com	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Emily	Carney		<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Matt	Dewolf	matthew.dewolf@gmail.com	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Emily	Harris	emily.kane@gmail.com	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Michelle	Prentice	copptreasurer@gmail.com	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Terra	Brandenburg	terra.u.brandenburg@gmail.com	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Tasha	Phillips	dr.tashaphillips@gmail.com	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
EMICA	Choubarun		<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Megan	Fisher		<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
LIZ	Johnson		<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
			<input type="checkbox"/> Yes <input type="checkbox"/> No

- 6:00pm Arrive, Check In and Mingle
- 6:05pm Call Meeting to Order

6:05pm Introductions

6:10pm Approval of Minutes (December 2024) *“The Minutes of the December meeting were posted on the PTA website at cedar oak parkpta.org. Are there any corrections?”*

Susan Hurley (Co-president) moves to approve the meeting minutes as presented. Emily Carney (Secretary) seconds it. The minutes are approved as presented.

6:10pm Executive Board Report

- Library giving tree went really well (notes below)
- Dine out at Elden's on the 18th was a packed house (raised almost \$400 and Elden's want a second chance so they can provide a better experience with additional staff and ingredients to be prepared for a big turn out of our COPP community).
- OMSI night January 27th 6-8pm - which is free, you just show up and have a blast! Bring your family if you would like to attend. This is not a drop off event - there is no child care.

6:10pm No Principals Report this month - Meg is out of the office and unable to make our meeting

6:09pm Treasurer's Report: December we spent money to give COPP staff gift cards for the holiday. We paid the April auctioneer's deposit this month. See report below.

Cedaroak Park PTA FY 2024

Treasurer's Report

07/01/2024 - 06/30/2025

1. Carryover	Income	Expenses	Year to Date	Net Budget	More/-Less
General Fund	-	-	-	\$40,000.00	-\$40,000.00
Member Restricted Emergency Fund	-	-	-	-	-
To be carried over to 2025-2026	-	-	-	-\$10,000.00	\$10,000.00
1. Carryover Totals	-	-	-	\$30,000.00	-\$30,000.00
2. Events	Income	Expenses	Year to Date	Net Budget	More/-Less
Fall Events - Monster Mash, Back to School	\$1,603.43	\$1,174.65	\$428.78	-\$500.00	\$928.78
STEAM Night - boards, speaker	-	-	-	-\$1,500.00	\$1,500.00
Winter Events - Missoula Children's Theater, Movie Night	-	\$1,650.00	-\$1,650.00	-\$2,500.00	\$850.00
Talent Show	-	-	-	-\$250.00	\$250.00
Spring Events - Art/Earth fair	-	-	-	-\$500.00	\$500.00
Field Day	-	-	-	-\$500.00	\$500.00
5th Grade Event	-	-	-	-\$2,000.00	\$2,000.00
Parents Night Out	-	-	-	-	-
2. Events Totals	\$1,603.43	-\$2,824.65	-\$1,221.22	-\$7,750.00	\$6,528.78
3. Fundraising	Income	Expenses	Year to Date	Net Budget	More/-Less
Fun Run, Walk and Roll	\$15,085.00	\$4,980.52	\$10,104.48	\$5,000.00	\$5,104.48
Auction	\$500.00	\$7,547.50	-\$7,047.50	\$40,000.00	-\$47,047.50
Dine Out for Cedaroak	\$366.00	-	\$366.00	\$750.00	-\$384.00
Shopping Rewards - Fred Meyer Rewards, Escrip	\$57.02	-	\$57.02	\$200.00	-\$142.98
Individual Donations	\$50.00	-	\$50.00	-	\$50.00
3. Fundraising Totals	\$16,058.02	-\$12,528.02	\$3,530.00	\$45,950.00	-\$42,420.00
4. COPPTA Administration	Income	Expenses	Year to Date	Net Budget	More/-Less
Website Fees	-	\$78.00	-\$78.00	-\$200.00	\$122.00
Communications/Signage	-	\$87.99	-\$87.99	-\$1,500.00	\$1,412.01
Administrative Expenses	-	\$269.27	-\$269.27	-\$300.00	\$30.73
Childcare for Meetings	-	-	-	-\$250.00	\$250.00
Banking Fees / Interest	\$2.98	\$1.75	\$1.23	-\$175.00	\$176.23
Insurance	-	\$560.00	-\$560.00	-\$600.00	\$40.00
MoneyMinder	-	\$258.59	-\$258.59	-\$250.00	-\$8.59
Spirit Wear	-	-	-	-	-
PTA Board Training	-	\$90.00	-\$90.00	-\$150.00	\$60.00
Tax Preparation	-	-	-	-\$750.00	\$750.00
4. COPPTA Administration Totals	\$2.98	-\$1,345.60	-\$1,342.62	-\$4,175.00	\$2,832.38
5. Membership	Income	Expenses	Year to Date	Net Budget	More/-Less
Membership Dues Collected	\$401.13	-	\$401.13	\$840.00	-\$438.87
Membership Dues Paid to State	-	\$389.50	-\$389.50	-\$532.00	\$142.50

5. Membership	Income	Expenses	Year to Date	Net Budget	More/-Less
5. Membership Totals	\$401.13	-\$389.50	\$11.63	\$308.00	-\$296.37
6. Learning / Program Services	Income	Expenses	Year to Date	Net Budget	More/-Less
Art Literacy	-	-	-	-\$1,000.00	\$1,000.00
Assemblies / Family Education	-	-	-	-\$1,000.00	\$1,000.00
Garden Supplies	-	-	-	-\$500.00	\$500.00
Garden Food Tasting	-	\$440.87	-\$440.87	-\$700.00	\$259.13
Dolly Parton Imagination Library	-	\$500.00	-\$500.00	-\$500.00	-
Local Charity	-	\$500.00	-\$500.00	-\$500.00	-
6. Learning / Program Services Totals	-	-\$1,440.87	-\$1,440.87	-\$4,200.00	\$2,759.13
7. School Support (stays with the school)	Income	Expenses	Year to Date	Net Budget	More/-Less
Counselor Led Family Support	-	-	-	-\$500.00	\$500.00
Library Program	-	\$333.49	-\$333.49	-\$500.00	\$166.51
Music Program	-	-	-	-\$500.00	\$500.00
Wellness Program	-	-	-	-\$500.00	\$500.00
Hospitality	-	\$2,121.54	-\$2,121.54	-\$7,500.00	\$5,378.46
Sustainability/TREX	\$33.98	\$58.95	-\$24.97	-	-\$24.97
School Directory	-	-	-	-	-
Yearbook	-	-	-	-\$600.00	\$600.00
7. School Support (stays with the school) Totals	\$33.98	-\$2,513.98	-\$2,480.00	-\$10,100.00	\$7,620.00
8. Teacher Support	Income	Expenses	Year to Date	Net Budget	More/-Less
Classroom Support - Pre K (KS)	-	\$110.11	-\$110.11	-\$400.00	\$289.89
Classroom support - K (TK)	-	-	-	-\$400.00	\$400.00
Classroom Support - K (RS)	-	\$267.93	-\$267.93	-\$400.00	\$132.07
Classroom Support - K (HH)	-	-	-	-\$400.00	\$400.00
Classroom Support - 1st (MF)	-	-	-	-\$400.00	\$400.00
Classroom Support - 1st (HS)	-	-	-	-\$400.00	\$400.00
Classroom Support - 2nd (KG)	-	-	-	-\$400.00	\$400.00
Classroom Support - 2nd (LF)	-	-	-	-\$400.00	\$400.00
Classroom Support - 2nd (MJ)	-	\$399.21	-\$399.21	-\$400.00	\$0.79
Classroom Support - 3rd (HB)	-	\$400.00	-\$400.00	-\$400.00	-
Classroom Support - 3rd (SJ)	-	-	-	-\$400.00	\$400.00
Classroom Support - 3rd (HeB)	-	\$212.99	-\$212.99	-\$400.00	\$187.01
Classroom Support - 4th (CW)	-	-	-	-\$400.00	\$400.00
Classroom Support - 4th (HS)	-	-	-	-\$400.00	\$400.00
Classroom Support - 4th/5th (DR)	-	-	-	-\$400.00	\$400.00
Classroom Support - 5th (TM)	-	-	-	-\$400.00	\$400.00
Classroom Support - 5th (MQ)	-	-	-	-\$400.00	\$400.00
Classroom Support - Counselor (KF)	-	\$179.99	-\$179.99	-\$400.00	\$220.01
Classroom Support -Specialist (RK)	-	-	-	-\$400.00	\$400.00
Classroom Support -Specialist (TW)	-	-	-	-\$400.00	\$400.00
Classroom Support -Specialist (NP)	-	\$115.82	-\$115.82	-\$400.00	\$284.18
Classroom Support -Specialist (MH)	-	-	-	-\$400.00	\$400.00

8. Teacher Support	Income	Expenses	Year to Date	Net Budget	More/-Less
Classroom Support -Specialist (LB)	-	\$73.69	-\$73.69	-\$400.00	\$326.31
Classroom Support -Specialist (JK)	-	\$394.28	-\$394.28	-\$400.00	\$5.72
Classroom Support - Paraeducators (20)	-	-	-	-\$2,000.00	\$2,000.00
8. Teacher Support Totals	-	-\$2,154.02	-\$2,154.02	-\$11,600.00	\$9,445.98
9. Special Expenditures	Income	Expenses	Year to Date	Net Budget	More/-Less
Restricted:Garden KP Thrive Fund (carryover from 2021-2022)	-	-	-	-\$9,325.18	\$9,325.18
Equipment and Programs Fund	-	\$156.60	-\$156.60	-\$10,000.00	\$9,843.40
9. Special Expenditures Totals	-	-\$156.60	-\$156.60	-\$19,325.18	\$19,168.58
Grand Totals					
	\$18,099.54	-\$23,353.24	-\$5,253.70	\$19,107.82	-\$24,361.52

Bank Account Balances	07/01/2024	06/30/2025	Last reconciled	Summary for the Period	
Checking	\$21,427.63	\$16,170.95	01/14/2025	Starting Total	\$41,232.29
Savings	\$19,804.66	\$19,807.64	12/31/2024	Income	\$18,099.54
Totals	\$41,232.29	\$35,978.59		Expenses	-\$23,353.24
<i>Review Reconciled Bank Statement Reports along with this Treasurer's Report to ensure its accuracy.</i>				Ending Total	\$35,978.59

Submitted by:

Name: _____ Signature: _____ Date: _____

6:30pm

Committee News

For Discussion

- Library Giving Tree
 - Many thanks to the PTA for your generous support of our school library! With your promotion we were gifted **127 new library books** for our students. The kids have been eagerly checking out so many of these hot new titles. We wound up with a fantastic sampling from our list. So, heartfelt thank you to the PTA for your support, to Shaheen Munir-McHill for creating all of the flyers and getting the word out to families, and thank you to our families for gifting us fabulous new books to read!
- Dine Out
 - Killer Burger February 13th, 4-8pm, donating 15% of proceeds
 - Spectator Pizza in March, details TBD
- Small School Closure
 - Decision to be made at January 27th School Board Meeting
 - We have a \$15 school district deficit - state funding has changed since Covid, but our district's staffing has not changed.
 - Transcript and video of the January 13th meeting can be found here: <https://www.wlww.k12.or.us/domain/58>
- Traffic safety
 - An area of concern that keeps coming up is traffic safety near the southside of our campus walking boundary. In light of last months 7:50 am traffic accident that resulted in the death of a community member, traffic safety concerns are being raised to the city of West Linn again. If

you have thoughts on how to make the corridor on Elmar safer please bring them up. Please reach out if you want to be a part of helping to find solutions and attending meetings. Please help spread the word in our community to slow down! Second Tuesday of the month is the Robinwood neighborhood association meeting.

- Upcoming volunteering needs
 - Community Coffee 1st grade (Emily Harris has volunteered), PJ Party and Movie Night
- Auction
 - Auction is now scheduled for **April 11, 2024**, next Thursday there is a planning meeting at Matt Wolfe's house. Help procure auction items, work on decor, etc. The theme is Derby! We have great auction items such as duck hunting, Bend house, Beach house, etc. Gift cards and experiences are great donations as our community loves to spend money on things they will already spend money on. Online auction with teacher experiences so that everyone can participate! What do we want to raise money on this year? Stay tuned for auction volunteer opportunities. Charles raised his hand and will gather art from classrooms!

Discussion if needed

- Hospitality
 - Teachers, staff and bus drivers were given a small holiday gift before break. We also held a baked potato bar which was a huge hit. We will restock the staff lounge with snacks but otherwise it will be a quiet couple of months until Classified Appreciation Week in March.
- Garden Tastings
 - Planning now for the next garden tasting January 24th. Student votes for last month's red cabbage were (slightly) favorable! Lots of great comments about it from students
- Chipper Chair
 - Costume has 5'8" height limit of 5 '8 "
- PTA Board Search
 - Note that we are seeking replacements for Treasurer and Secretary board positions for next year. We need a nomination committee composed of 3 volunteers to lead this.

7:05pm New Business

Unfortunately, the PTA board is unable to provide a virtual meeting option or recording links of PTA meetings for remote attendance. Please refer to the meeting minutes posted on the PTA website after each meeting to read the information shared and discussed in the meeting. Please allow a few days for minutes to be posted.

Soccer ball, Nerf footballs are being requested by some students

2024-2025 Planning Calendar

January

- 20 - MLK Day, No School for Staff or Students
- 27 - Staff Development Day - No School for Students
- 27 - OMSI Family Science Night
- 27 - School Board Meeting 5pm at West Linn High School

February

- 7 - Community Coffee hosted by 1st Grade
- 7 - PJ Party and Movie Night (**need volunteers!**)
- 10-14 - Friendship Week and Food Drive (need someone to drive this)
- 12 - PTA Meeting 6pm
- 13 - Dine Out Killer Burger
- 17 - No School, President's Day
- 25 - 24th Annual CREST-Jane Goodall Science Symposium - PTA has large boards if any student needs one to participate
- 28 - No School

7:15 Meeting Adjourned - Thank you!

Committees and Chairs

Garden Chair

To work in collaboration with Helena Kilstrom at CREST.

Ashley Quach
hello.ashleyquach@gmail.com

Garden Tastings

Kate Gales
kateg70@gmail.com

Sustainability Chair

Chair Help Needed for 24-25 school year

Emily Silverstein
esilverstein3@gmail.com
Tracy Johnson
johnson.tracya@gmail.com

Art Literacy Chair

Emily Carney and Tami Brandenburg
copptasecretary@gmail.com,
tamibrandenburg@comcast.net

Hospitality Co-Chairs

Michelle Prentice
mlrprentice@gmail.com
Susan Hurley
susan.hurley@gmail.com

Membership Chair

Chair(s) Needed for 24-25 school year

Directory Chair

Zeil Vanden Heuvel
zeilshah@gmail.com

Spirit Wear Chair

Cassie Holliday
cholliday3030@gmail.com

Yearbook Chair

Neely Daggett
neely.daggett@gmail.com

Communications Chair

Allie Coombs
alliecoombs87@gmail.com

New PTA Board Chair (3)

Recruit open PTA 2025-2027 positions
(Treasurer, Secretary)

Dine Out Chair

Margaret Murphy
Lauren Kimmel
laurenkimmel@gmail.com

2025 Auction

Matt DeWolf
matthew.dewolf@gmail.com
Megan Fisher
mkfisher04@gmail.com

Squirrel Dash Co-Chairs

Liz Johnson
elizabethjohnson.mail@gmail.com
Michelle Prentice
mlrprentice@gmail.com

Halloween Costume Swap Chair

Tasha Phillips
drtashaphillips@gmail.com

Monster Mash Co-Chairs

Ashley Quach
hello.ashleyquach@gmail.com
Nicole Schulmerich
Nicoleschulmerich@gmail.com

Food/Community Drive Chair

Chair(s) Needed for 24-25 school year

STEAM / Science Fair Chair

Chair(s) Needed for 24-25 school year

5th Grade Graduation Chair

Chair(s) Needed for 24-25 school year

Chipper Chair

5ft, 8in High Limit

Chair(s) Needed for 24-25 school year

Erin Keller

Library Giving Tree Chair

Shaheen Munir-McHill
snmunir@gmail.com

Volunteer Chair

Danielle Cassidy

cassidydanielle@gmail.com