

Cedaroak Park PTA Agenda

General PTA Meeting
 Wednesday, January 14, 2025 | 6pm - 7:15pm
 Location: Cedaroak Park Primary Library

6:00pm Arrive, Check In and Mingle

Name	Email	PTA member?
Susan Hurley	susan.hurley@gmail.com	✓
Megan Fisher	mtfisher04@gmail.com	✓
Brian Peters	peters.brian.w@gmail.com	✓
Ann-Marie Colton	coltona@wlwv.k12.or.us	
Toni Brandenburg	tamibrandenburg@comcast.net	✓
Tiara Wirkkala	Wirkkala@wlwv.k12.or.us	
Kari Throop	kari@karithroop.com	No
Lindy Sproul	Sproul@NLWV.K12.OR.US	
Margaret Murphy	wilcoxma@gmail.com	yes
Erica Chamberlain		yes
Nichelle Prutice	crppptreasurer@	yes
Katalin Wiggins	Katalin.wiggins@gmail.com	
Ruth Maher	ruth.leigh.maher@gmail.com	yes
Brittany Shearmire	bshearmire1@gmail	yes

6:05pm Call Meeting to Order

6:05pm Approval of Minutes (November 2025)

"The Minutes of the November meeting were posted on the PTA website at cedaroakparkpta.org.

Are there any corrections?"

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

6:07pm Executive Board Report

Susan Hurley welcomes everyone to the PTA meeting and starts with a community update.

- OMSI night was last night, January 13th, and was not the best turn out but those that were able to attend said it was fun.
- The Library Giving Tree, organized by Tara Perkins and Shaheen Munir-Mchill, was successful in collecting 112 books. Thank you Tara and Shaheen for your efforts!
- The food drive organized by Katie Flaker and Melissa Gianotti was very successful, we were able to support 10 families. Thank you Katie Flaker and Melissa Gianotti for your efforts!

- The hospitality team coordinated a breakfast, potluck lunch, and small gifts for teachers and staff during the last week of school. Thank you to all that contributed time and food for staff, it was very appreciated!
- Killer Burger raised almost \$400 during the December Dine-Out. Thank you Margaret for coordinating with Killer Burger.
- The school board has voted to consolidate elementary school effective the 2026-2027 school year. They will be closing Bolton and Stafford Primary. They have announced that boundaries will be redrawn and additional information will be available in the coming months.

6:15pm Principals Report

- Lindy Sproul introduced herself as the principal who is filling in for Spring Chang during her medical leave. She mentioned her previous experience in the district.
- Lindy shares Spring's positive outlook on the community and her hopefulness about the future of Cedaroak as we welcome new families into our community.
- Lindy reassures the community that the district has a strong plan and encourages them to reach out with any questions or concerns.
- The Mandarin Chinese Language Program is moving to Willamette Primary and there was a meeting this evening regarding the continuation of the program.
- Tiara Wirkkala, instructional coordination, provides an overview of the boundary process, including community input sessions and the work of the boundary committee.
- Kelly Sloop, the president of the board, was hopeful to attend this evening's PTA meeting but had a schedule conflict with other board responsibilities. An email from her to the PTA was read allowed:
 - "There is an open house for parents to provide feedback on the boundary process January 20th at Meridian Creek Middle School and January 22nd at Rosemont Ridge Middle School from 5-7pm. In addition, please fill out the survey on the district website. If parents have any questions or concerns, I am always available to meet - concerns about behavior incidents occurring in the classroom, boundary process, the consolidation of schools, transfers, Mandarin Chinese Language Program, etc. Feel free to share my cell phone number."
- Tiara announced that after the community feedback sessions in January the board will potentially make a decision regarding boundaries during their special sessions meeting on February 2nd.
- Lindy encourages the community to use the district website to provide input and reassures them of the district's commitment to listening and feedback.
- Lindy reiterated how impressed she is with Cedaroak and how much fun she is having filling in for Spring.
- Tiara expressed gratitude for the resources funded by the PTA, including Brain Pop and other subscriptions.

- Ann-Marie Colton, second grade teacher, thanked the PTA for their support and the funds received for classroom resources.
- The PTA's efforts in honoring staff with treats and lunches are highlighted as being very meaningful.
- Lindy thanks the PTA for their warm welcome and sensitivity towards the school closure decision.

6:30pm Treasurer's Report

- Michelle Prentice provided a financial update, mentioning the purchase of Brain Pop which came out of the Equipment and Programs fund. Additionally we purchased Times for Kids, new die cuts for the school, color toner, recess equipment and holiday teacher gifts.
- She also made our annual charitable donations to the Dolly Parton Imagination Library and the West Linn Food Pantry (\$500 each).
- Michelle discussed the possible future need for a printer and tabled the discussion until we have more information from Spring regarding school consolidations.

CedarOak Park PTA FY 2025
Treasurer's Report
07/01/2025 - 06/30/2026

	Income	Expenses	Year to Date	Net Budget	More/Less
1. Carryover					
General Fund	-	-	-	\$40,000.00	-\$40,000.00
Restricted Garden KP Thrive Fund (carryover from 2021-2022)	-	-	-	-\$9,325.18	\$9,325.18
To be carried over to 2026-2027	-	-	-	-\$10,000.00	\$10,000.00
1. Carryover Totals	-	-	-	\$20,674.82	-\$20,674.82
2. Events					
Fall					
Monster Mash	-	\$665.34	-\$665.34	-\$450.00	\$215.34
Open House	-	\$32.10	-\$32.10	-\$50.00	\$17.90
Fall Totals	-	-\$697.44	-\$697.44	-\$500.00	\$197.44
Winter					
ONMS Night	-	\$1,650.00	-\$1,650.00	-\$2,250.00	\$600.00
Parent Social	-	-	-	-\$1,000.00	\$1,000.00
Movie Night	-	-	-	-\$250.00	\$250.00
Winter Totals	-	-\$1,650.00	-\$1,650.00	-\$3,500.00	\$1,850.00
Spring					
STEAM Fair	-	-	-	-\$500.00	\$500.00
Field Day	-	-	-	-\$500.00	\$500.00
5th Grade Celebration	-	-	-	-\$2,500.00	\$2,500.00
Talent Show	-	-	-	-\$250.00	\$250.00
Earth Day Art Fair	-	-	-	-\$500.00	\$500.00
Spring Totals	-	-	-	-\$4,250.00	\$4,250.00
2. Events Totals	-	-\$2,347.44	-\$2,347.44	-\$8,250.00	\$5,902.56
3. Fundraising					
Squirrel Dash	\$18,706.33	\$3,988.26	\$14,718.07	\$5,000.00	\$9,718.07
Dine Out	\$967.79	-	\$967.79	\$750.00	\$217.79
Shopping Rewards/Givebacks	\$445.23	-	\$445.23	\$10.00	\$435.23
Yearbook	-	-	-	-\$600.00	\$600.00
Individual Donations	\$1,100.00	-	\$1,100.00	-	\$1,100.00
Auction (2026-2027 placeholder)	-	-	-	-	-
Sprint Wear	-	-	-	-	-
3. Fundraising Totals	\$21,219.35	-\$3,988.26	\$17,231.09	\$5,160.00	\$12,071.09
4. Administrative Expenses					
Administrative Expenses	\$47.99	\$718.96	-\$670.97	-\$300.00	-\$370.97
Childcare for Meetings	-	-	-	-\$250.00	\$250.00
Banking Fees / Interest	\$2.98	-	\$2.98	-\$50.00	\$52.98
Insurance	-	\$560.00	-\$560.00	-\$600.00	\$40.00
MoneyMinder	-	\$301.41	-\$301.41	-\$300.00	-\$1.41
PTA Board Training	-	\$60.00	-\$60.00	-\$150.00	\$90.00
Tax Preparation	-	-	-	-\$250.00	\$250.00
4. Administrative Expenses Totals	\$50.97	-\$1,640.37	-\$1,589.40	-\$1,900.00	\$310.60
5. Membership					

	Income	Expenses	Year to Date	Net Budget	More/Less
5. Membership					
Membership Dues Collected	\$573.67	-	\$573.67	\$800.00	-\$326.33
Membership Dues Paid to State	-	\$345.00	-\$345.00	-\$540.00	\$195.00
5. Membership Totals	\$573.67	-\$345.00	\$228.67	\$360.00	-\$131.33
7. Teacher Support					
Classroom Support - Pre K (KS)	-	\$245.90	-\$245.90	-\$600.00	\$354.10
Classroom support - K (TK)	-	\$302.18	-\$302.18	-\$600.00	\$297.82
Classroom Support - K (HH)	-	\$201.19	-\$201.19	-\$600.00	\$398.81
Classroom Support - 1st (RS)	-	\$600.00	-\$600.00	-\$600.00	-
Classroom Support - 1st (HS)	\$158.52	\$158.52	-	-\$600.00	\$600.00
Classroom Support - 2nd (AMC)	-	\$325.71	-\$325.71	-\$600.00	\$274.29
Classroom Support - 2nd (AJ)	-	\$598.09	-\$598.09	-\$600.00	\$1.91
Classroom Support - 3rd (EH)	-	\$433.06	-\$433.06	-\$600.00	\$166.94
Classroom Support - 3rd (SJ)	-	\$197.20	-\$197.20	-\$600.00	\$402.80
Classroom Support - 4th (JO)	-	-	-	-\$600.00	\$600.00
Classroom Support - 4th (HB)	-	\$456.11	-\$456.11	-\$600.00	\$143.89
Classroom Support - 4th/5th (MQ)	-	-	-	-\$600.00	\$600.00
Classroom Support - 5th (CW)	-	-	-	-\$600.00	\$600.00
Classroom Support - 5th (DR)	-	\$600.00	-\$600.00	-\$600.00	-
Classroom Support - Counselor (KF)	-	\$351.16	-\$351.16	-\$600.00	\$248.84
Classroom Support - Specialist (RK)	-	\$316.41	-\$316.41	-\$600.00	\$283.59
Classroom Support - Specialist (TW)	-	-	-	-\$600.00	\$600.00
Classroom Support - Specialist (NP)	-	\$49.99	-\$49.99	-\$600.00	\$550.01
Classroom Support - Specialist (MH)	-	-	-	-\$600.00	\$600.00
Classroom Support - Specialist (LB)	-	-	-	-\$600.00	\$600.00
Classroom Support - Specialist (JK)	-	\$346.73	-\$346.73	-\$600.00	\$253.27
Classroom Support - Paraeducators (20)	-	\$66.49	-\$66.49	-\$3,000.00	\$2,933.51
Library Program	-	-	-	-\$1,000.00	\$1,000.00
Music Program	-	\$192.00	-\$192.00	-\$500.00	\$308.00
Wellness Program	-	\$500.00	-\$500.00	-\$500.00	-
7. Teacher Support Totals	\$158.52	-\$5,940.74	-\$5,782.22	-\$17,600.00	\$11,817.78
8. Curriculum Support					
Art Literacy	-	-	-	-\$4,000.00	\$4,000.00
Assemblies	-	-	-	-\$1,000.00	\$1,000.00
Garden Food Tasting	-	\$118.50	-\$118.50	-\$750.00	\$631.50
8. Curriculum Support Totals	-	-\$118.50	-\$118.50	-\$5,750.00	\$5,631.50
8. Hospitality					
Holiday	-	\$1,251.75	-\$1,251.75	-\$1,400.00	\$148.25
Classified Staff Appreciation Week	-	-	-	-\$1,500.00	\$1,500.00
No School Lunch	-	\$880.56	-\$880.56	-\$1,200.00	\$319.44
Retirement	\$55.00	\$41.98	\$13.02	-\$600.00	\$613.02
Community Coffee	-	\$213.95	-\$213.95	-\$450.00	\$236.05
Educator Appreciation Week	-	-	-	-\$4,000.00	\$4,000.00
Staff Lounge	\$52.25	\$190.20	-\$137.95	-\$800.00	\$662.05
8. Hospitality Totals	\$107.25	-\$2,578.44	-\$2,471.19	-\$10,000.00	\$7,528.81
9. Communications					
School Directory	-	-	-	-\$850.00	\$850.00
Website Fees	-	\$78.00	-\$78.00	-\$250.00	\$172.00
Communications/Signage	-	-	-	-\$500.00	\$500.00

9. Communications	Income	Expenses	Year to Date	Net Budget	More/-Less
9. Communications Totals	-	-\$78.00	-\$78.00	-\$1,600.00	\$1,522.00
10. Community Outreach	Income	Expenses	Year to Date	Net Budget	More/-Less
Counselor Led Family Support	-	\$397.48	-\$397.48	-\$500.00	\$102.52
Sustainability/TREX	-	-	-	-	-
Dolly Parton Imagination Library	-	\$500.00	-\$500.00	-\$500.00	-
Local Charity	-	\$500.00	-\$500.00	-\$500.00	-
10. Community Outreach Totals	-	-\$1,397.48	-\$1,397.48	-\$1,500.00	\$102.52
11. Special Expenditures	Income	Expenses	Year to Date	Net Budget	More/-Less
Equipment and Program Fund	-	\$3,800.00	-\$3,800.00	-\$25,000.00	\$21,200.00
11. Special Expenditures Totals	-	-\$3,800.00	-\$3,800.00	-\$25,000.00	\$21,200.00
Grand Totals					
	\$22,109.76	-\$22,234.23	-\$124.47	-\$45,405.18	\$45,280.71

Bank Account Balances	07/01/2025	06/30/2026	Last reconciled	Summary for the Period	
Checking	\$65,375.74	\$65,248.29	12/31/2025	Starting Total	\$85,185.68
Savings	\$19,809.94	\$19,812.92	12/31/2025	Income	\$22,109.76
Totals	\$85,185.68	\$85,061.21		Expenses	-\$22,234.23
<i>Review Reconciled Bank Statement Reports along with this Treasurer's Report to ensure its accuracy.</i>				Ending Total	\$85,061.21

Submitted by:
Name: _____ Signature: _____ Date: _____

6:45pm

Committee News

- Sustainability/Recycling - The PTA is looking for a new chair/co-chairs. Emily has created an updated flyer - these will be sent home in backpacks. Please grab a blue bottle drop bag from the front vestibule!
- Garden tastings - Emily Harris and Danielle Cassidy have joined the committee and will be co-chairs with Kate Gales for the rest of the school year. Emily is communication coordinator and Danielle is volunteer coordinator among the committee. Thank you Emily and Danielle. We are in touch with CREST's Helena in planning the next tasting.
- Parent Social - Ale and Cider House booked from 6-10pm on 2/20. Josh C. working on details.
- Yearbooks
 - Ordering link is live. Access code is 5620226. Flyers will be loaded in backpacks at the end of the month.



- Also - dropbox link to add photos - especially needed from spirit days, movie night, classroom volunteering and other school events.



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- Science Fair - we got approval to hold our own Science Fair. We are tentatively looking at the week of March 2nd if anyone wants to help with that! Staff representatives discuss the resources at the district level to help make the event more interactive for students.
- Dine out – Mapel Boutique is hosting a shopping experience in Feb, more details to follow. Dairy Hill Dine Out will take place in May.
 - We have received \$1245 from Dine Out events this year, thank you to the Cedaroak community for supporting us!
- Art literacy
 - Kathleen Shearmire is making some good progress on this with LO Art Literacy board members.
 - Hoping to teach a unit in 2-3 classrooms this spring.
 - Next year could be a much bigger offering with additional coordination.
 - PTA members asked about a Spanish speaking residence class as well as an artist in residence contracted with Little Monet.
- Volunteer opportunities:
 - Ms Hironimus: 8:45-9:30am every weekday morning. This year, I only have 2 parents volunteering and I need at least 2 more volunteers that could consistently read with kids one morning per week.
 - PJ party and movie night -The PTA needs 2 or 3 people to help welcome and clean up.
 - We need a volunteer to lead the food drive the week of 2/9.

7:00pm New Business

- Megan Fisher announced that the West Linn and Wilsonville School Foundation has received their federal 501(c)(3) status. The board is working on setting up technology and the donation process to begin making an impact for the 2026-2027 school year. She emphasized the focus and need for sustainable giving and the potential impact of community support on teacher roles.
- Brian Peters mentioned attending neighborhood meetings and the community's interest in the boundary process. Specifically, how the increase in school size will impact the Cedaroak neighborhood. Lindy reassures the community that Spring is committed to working with them and providing information.

2025-2026 Planning Calendar

January

- 1/14 PTA Meeting
- 1/19 No School, MLK Day
- 1/26 No School

February

- 2/6 Community Coffee
- 2/6 PJ Party and Movie Night (kids can vote)
- 2/9-2/13 Friendship Week and Food Drive
- 2/11 PTA Meeting
- 2/16 No School, Presidents Days
- 2/20 Parent Social, Ale and Cider House 6-10pm
- 2/27 No School, Staff Development

7:15 Meeting Adjourned - Thank you!

Committees and Chairs

Garden Tastings

Kate Gales, Danielle Cassidy, Emily Harris
kateg70@gmail.com
Cassidydanielle@gmail.com
emily.kane@gmail.com

Recycling Chair

Replacement Needed

Emily Silverstein
esilverstein3@gmail.com

Art Literacy Chair

Vacant

Hospitality Co-Chairs

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

Membership Chair

Ruth Maher and Brian Peters
ruth.leigh.maher@gmail.com
peters.brianw@gmail.com

Yearbook Chair

Neely Daggett
neely.daggett@gmail.com

Communications Chair

Vacant - Replacement Needed

Dine Out Chair

Margaret Murphy and Lauren Kimmel
wilcoxma@gmail.com
laurenmkimmel@gmail.com

Squirrel Dash Co-Chairs

Liz Johnson and Michelle Prentice
elizabethjohnson.mail@gmail.com
mlrprentice@gmail.com
Erica Chamberlin 2026-2027

Halloween Costume Swap Chair

Tasha Phillips
drtashaphillips@gmail.com

Monster Mash Chair

Nicole Schulmerich
Nicoleschulmerich@gmail.com

Food Drive Coordinator

Vacant

STEAM / Science Fair Chair

Susan Hurley
Looking for co-chair

5th Grade Graduation Chair

Jessica Whitney and Emily Carney

Chipper Chair

5ft, 8in Height Limit

Erin Keller, Joe Churchville, Jay Dekker

Library Giving Tree Chair

Shaheen Munir-McHill
snmunir@gmail.com

Volunteer Chair

Danielle Cassidy
cassidydanielle@gmail.com

2026 Parent Social

Josh Chamberlin
josh@joshchamberlin.com