

# **SACAJAWEA MIDDLE SCHOOL PTG HYBRID MEETING-Meeting Minutes**

**September 20, 2023 - Wednesday @ Noon**

*Sacajawea Room 107 & via Zoom*

<https://zoom.us/j/4300528434?pwd=RmYyQktvc1RGTzRINEJkbzFmNlZnUT09>

**Meeting ID:** 430 052 8434

**Passcode:** 518691

**Board Members:** President- Heather Huntoon  
Secretary- Nicolle Litscher  
Treasurer- Sharon Conaty  
Volunteer Coordinator- Brittney Mauer  
Member at Large- Kate Sheffield

**Email:** sacajaweaptg@gmail.com

**Administrators:** Principal- Tracey Leyde  
Capital Projects Manager and PBIS Coordinator- Laura Treece

**WELCOME EVERYONE! \*Note: this meeting is being recorded\***

**PTG President Heather Huntoon called meeting to order 12:05pm**

## **Attendees:**

**Virtual:** Gretchen Cook, Ben Downey, Janae Waite, Kaelyn Meijia, Becky Ammerman, Sarah Ambrose, Lindsey iPhone

**In-Person:** President Heather Huntoon, Treasurer Sharon Conaty, Virginia Fox, Secretary Nicolle Litscher, Lindsay Pursley, Jeff Klein, Gina Oneill, Kevin Boerker, Ashley Swinyard, Kristin Pung, Jessica Malde, Rachael Goshorn, Erica Rosas, Kate Smith, Traci Bemis, Amy Hook, Becky Finney

**Faculty/Staff Attendees:** Principal Tracey Leyde and Laura Treece

## **Principal and Staff Presentations:**

- **Welcome:** Tracey Leyde introduction; Started her career in 2001 as a sub for Mrs. Ward, taught Math, Social Studies, English and then Science for 11 years. Received principal certificate, went to LC, and then came back to Sac as assistant principal. Been part of the SAC community her whole career.
- **Work to do – Focus/Vision:** It's been an interesting start to the year, a lot of new teachers, and teachers joining from other areas. It's been great hearing different experiences and perspectives from new staff.

## **Team:**

- Jenny Purtell, Assistant Principal, 6<sup>th</sup>/7<sup>th</sup> grade admin.
  - Tiara Thomas-Counselor 6<sup>th</sup> grade
  - Greg Smith-Counselor 7<sup>th</sup> grade
- Veronica Steele -assistant principal 8<sup>th</sup> grade.
  - Madeline Sells-counselor 8<sup>th</sup> grade
- Laura Treece-coach, PBIS, advisory lead

## **FOCUS:**

**Literacy:** 20 books read by all our students, research shows high performing schools read and write more, focus on common reading and writing strategy.

**Lesson Planning and UDL:** Through effective PLCs (professional learning communities). Involves careful planning for individual student needs.

**Equity and Social Emotional Learning:** Character Strong lessons in Advisory, Beloved Community in Feb. (equity in our school and what that looks like). This includes SAC specific lessons.

## **Upcoming Events:**

- Meet your teachers. Videos from teachers will be on the website Sept. 28.
- Sac does do parent teacher conferences. Must be schedule through counselors.
- Fund Run-Kick Off CON-October 5<sup>th</sup>
- Fall Testing: MAP Testing: ELA this week, Math Next week. Map testing is computer based, on the laptops. We want students to do their best but not to feel stressed. Fall testing is a baseline to learn what support students may need. The kids will get the results from MAP testing. Fall is used for goal setting. Spring is usually shared with parents to show growth.

**What's happening-ASB:** Big fall fundraiser, there are ASB rules and guidelines on how much time there is to spend the money ASB earns. The ASB fundraiser is always in the fall and is the only fundraiser they do. This helps support extracurricular events. There is a division between ASB and PTG. For the Fund Run, students are asked to get pledges as a flat donation or per lap. It will take place during the day, it is a 1 hour run, and there will be a spirit week the week of. Budget: last year raised \$9000-\$11000. Overall budget is aprx. \$17,000.

- ASB fee: \$15 any student participating in sports, clubs, music must pay the fee. Those students must be a member of ASB to help with travel, bussing, uniforms.
- This year there will be ASB elections for 6<sup>th</sup> and 7<sup>th</sup> grade and a homeroom representative for each homeroom.

## **Home Base Schedule:**

- Monday: No home base, late start
- Tue/Wed: Social, Emotional, Procedures, binder checks
- Thur/Friday: SAT (Student Access Time). This is a time where students can access teachers to get extra help.
- How SAT Works:
  - Students get a pass the day before from the teacher they want to see. Students show the pass to their HB teacher for attendance purposes and get to their SAT classroom by 9AM.
  - Students not going to SAT read or work on assignments.

## **PBIS: Positive Behavior Intervention and Supports**

- Philosophy system of behavior management at SAC used for many years. It gives all students incentives for doing what is asked of them.
- Kid Language: “The SAC Way” S: show respect, A: accept responsibility, C: commit to success.
- PBIS is based on a tiered system. Students at the base of the PBIS pyramid are the majority of students (80-85%) who are meeting behavior expectations each day. Students in the yellow range (15-20%) need additional interventions to be successful, and students in the red range (1-5%) need individualized support.
- At Sac, we work together to reinforce behaviors both academic and social/behavioral that students in the green group display.
- How will PBIS work this year? SAC cards, placed in a monthly drawing, a prize of their choice for \$25 or less. They can save SAC cards and trade them in for prizes from the store.
- Prizes at the store:
  - 10 tickets: Sac swag, do the morning announcements
  - 15 tickets: homework pass, mystery box
  - 20 tickets: skip the lunch line, lunch on the risers
  - 30 tickets: comfy chair at assembly, lunch in teacher’s room with 2 friends
  - 75 tickets: Pick a prize from amazon catalog

## **We need your help:**

As you can see many of our prizes are no cost, like a “hat pass,” but we also love to have rewards that are instantly rewarding. For these prizes, we rely solely on donations. If you own or know someone who owns a business, we can use Community Partner support. We have a suggested donation amount of \$75 - \$100 and in exchange we display the business name on the Grand Avenue Reader Board and put the company logo in our monthly newsletter.

Some businesses or individuals also donate items, like gift cards in small amounts (like 20 \$5 Starbucks cards, etc.) These make great prizes for our drawings and incentives.

The program relies on donations – contact Laura Treece (LauraT@SpokaneSchools.org) if you know of a business or individual who would like to help!

**Ribbon Cutting:** 985 kids, kids did great, successful event

**LC Zone Community Night:** An event to build community among the Elementary, Middle and LC High School Community. Schools involved are: Mullan Road, Peperzak, Jefferson, Grant, Roosevelt, Hutton, SAC, Grant

## **When: Friday October 6**

- LC tailgater event: SAC @5:00-630PM, hotdogs, food, games for kids.
- LC Homecoming Game: One Spokane Stadium @730p

- Feeder pattern PTGs have been asked to donate \$200 for this. This will go toward purchasing games, supplies, etc.
- Feeder pattern will be putting on 3 events like this this year. Items purchased will be used at all 3 events. 2<sup>nd</sup> event will be rubber chicken, 3<sup>rd</sup> multicultural event
- The idea is to have a community event for all our kids and families.
- Looking for corporate sponsors to help. LC Cheer and drill team will help teach cheers, SAC drill team will be included, Jeremy got 2000 hot dogs donated from my fresh basket.

**Sacajawea Open House and Dedication:** October 7<sup>th</sup>, Open House from 10-1, dedication from 1130-1215pm

#### **Celebrations:**

- 268 students are having fun with friends and are involved with after school clubs and activities.
- Related to our literacy goal: all students have received a library orientation and checked out books. ELA classes are visiting the library each week to ensure they have a book to always read.

#### **Sharon Conaty: Treasurers Report**

**Bank Balance:** \$4,262.59, Pending Balance is 4,895.33 after recent donations.

**Budget:** We move less money than an elementary school because we have an ASB who also raises money.

#### **Two Fundraisers:**

- Fall Donation Drive: Families will receive a daily email for a week.
- Spring Flower Basket Sale: Not sure if we will keep this spring event. We may change vendors for flower baskets due to higher return and nicer baskets.

#### **Four things PTG sponsors:**

- Quarterly honor roll donuts, budget last year was \$1000, spent \$850. 3 times per year.
- Teacher Grants: application put out to teachers, vetted by Tracey, use what is allocated in the budget, and if we have extra, we may be able to give more.
- Teacher appreciation week: still looking for a chair/committee for that.
  - Gina Oneill and Ashley Swinyard volunteered to chair.
- SAC Gives: Counselors identify any families in need and match them with families who are willing to buy gifts for the at-risk families. Need a slush fund to supplement in case families cannot support it all. Looking at moving from including the parents to just including kids. Big wrapping party, anonymous. Donations will come through PTG paypal and used as just a holding place.

**LC Feeder Pattern Event:** Take in funds from the elementary, community sponsors, land in PTG bank account, PTG writes the check for supplies, etc. needed. We will hold the funds in the PTG

account. As a group, we are committing to \$200 and based on how the fall fundraiser goes, we may give more.

**CAC report:** Diana Saunders: Please fill out the thought exchange for the 2024 bond. Deadline for that is Friday. Looking for a parent to be part of the committee: help hand out pamphlets, etc.

**Fundraising Push:**

- Kicking off today, a robo call and an email will be sent directly from Tracey. We have fewer contacts than we did last year so we've asked Tracey to send out an email to entire school. For four days, there will be a different email highlighting the activities we support. There will be a link to paypal to donate. Checks also accepted.

**Taking Care of Business:**

- Changing to Sacajawea Middle School PTG

**Volunteer Coordinator report:**

- Launch conference snack success
- Picture Day is tomorrow, 9/21

**Secretary's Report:**

- **SAC Closet:** Closet room stocked with necessities. Asking for deodorant, shampoo/conditioner, brushes, undergarments, t-shirts, hoodies, leggings. Try to keep things unisex. Full-size deodorant, the rest ideally travel size. Only new toiletries, gently used clothing sizes small-2XL.

**Next Meeting – October 18, 2023 @ Noon**