The meeting was held on Monday, February 3, 2014 from 8:00 am to 9:00 am in the Newcastle library. Present: Marla Newton, Jacqueline Park, Danielle Dixon, Edana Peacock, Sarah McKenzie, Terry Vanpelt, Eileen Rubenstein, Kristin Cakarnis, Miryam Christensen attended for Laura Berry. Absent: Laura Berry, Richard Crispo and Kim Plowman. Donna Wood attends meetings to take notes.

Agenda:

1. **PTSA Report**
   The Winter Family Event was a huge success. Thank you Michelle Riley for chairing. This was the first event that wasn’t tied into any type of fundraising or academic theme. The focus was all about fun and family time.

   Eileen Rubenstein and Anne Lehr are chairing the Spring Walk-a-Thon. They are currently working on dates. The goal is to raise $60,000.

2. **Community Report**
   Rich wasn’t able to attend the meeting. Marla shared some information from the City of Newcastle Planner who attended the last PTSA meeting. Marla has a map showing pockets of growth that is currently happening or will be happening in the future. The City anticipates that the school could potentially grow by 200 students in the next couple of years.

3. **Building Report**
   **Security camera installation:** District will be installing security cameras in and around Newcastle ES. Focus of cameras will be on common areas and not in classrooms, i.e., entrances and parking lots. Cameras will also be located in the library and gym as they are common areas as well. The cameras will run a continuous tape. Marla and District personnel will have access to be able to view recordings but realistically tapes won’t be viewed unless there is a reason to do so. Marla will double check with District to make sure our portable (and future portables) will be monitored by cameras as well. We are aware of the vulnerability of the portable and Liza continues to advocate for portable safety. Suggestion was made about fencing off area surrounding portable. Not sure what could be done to secure the stairway leading down to the portable from the parking lot. Edana suggested that we may want to get the word out to families that cameras are being installed.

   **Portables:** We will get another 2 classroom portable this summer which will house approx. 50 students. Marla will work with the leadership team to come up with a rotation schedule for classrooms. Kindergarten and 1st grade will never be out in the portable as they are too young.
4. **Volunteers and Non-school Age Siblings**

   Follow-up: Marla provided a proposed draft of the sibling policy for feedback (attached). Laura was unable to attend this meeting so she asked Marla to share an e-mail that she had written. Laura is advocating to allow volunteers with siblings work in the library. Seth had written a similar e-mail that Laura had forwarded to site council. Laura is worried that if we don’t allow volunteers with younger siblings to come she will lose 1/3 of her volunteers. The following questions/concerns/comments came up:

   - What if Laura leaves NC and the new librarian doesn’t want volunteers with siblings?
   - Make policy effective year to year? This could annoy people if policy changes.
   - Is library considered a classroom? If not then there could be some flex room.
   - Is policy verbiage to general leaving it up to the discretion of the teacher?
   - Is the policy only in affect during school hours?
   - Bullet point in the policy that siblings will be allowed with volunteers in the library only.
   - Clarify what special occasions in the lunchroom mean. This would primarily be for birthdays or an occasion that doesn’t happen very often. Some feel that parents should be able to routinely come eat with their student. We don’t have enough space in the commons to allow that.
   - District defines visitors as an adult.
   - Absolutely no volunteers with siblings will be allowed in PE.

Marla is open to allowing library volunteers continue to bring in younger siblings. Proposed draft was voted on. Marla will make suggested changes and resend out to everyone for final approval.

5. **Non-idle Zone in Front of School**

   Lots of cars sit in the pick-up lane waiting for school to be dismissed. Often times these cars are here for 40 minutes or longer with their cars idling emitting lots of pollution. Danielle has done some research and discovered that a car only has to idle for 10 seconds to generate pollution. She also discovered that kids take in more oxygen than adults which means that kids are taking in more pollutants than adults are. There are BPA programs in place to help educate people on this subject. The following questions came up:

   - Can we put up signs along the pick-up lane indicating that this is a no idle zone?
   - Would the City change signs on 135th to read no stopping?
   - Would people be receptive to putting signs in their personal yards asking people to not idle their cars and list out facts about pollution?
   - Can we get this information into classrooms so kids can help monitor parents?

Sarah and Kristen T. visited all 3 student lunches to get the students on board in helping teach their families how to make the after school pick-up line run smoother. One simple thing students can do is to remind their parents to pull forward when they are able to. Sarah shared that she has heard students tell their parents to move up. Liza has offered to be on a committee to look at
these issues. A new issue is cars are starting to double park other cars. People without disability placards continue to park in the disabled parking spots. Edana suggested that people meet to discuss these issues outside of site council and try to come up with a plan. These issues might be good to lump into the meeting with Rob from the City of Newcastle. Donna shared that we do routinely need to jump start dead batteries. If we ask people to not idle their cars this could happen more often.

6. **Other**

Both Ali and Miryam have started providing parents with progress reports mid-way through the trimester. Miryam shared that the elementary music program has been discussing this issue but it’s a lot of work as some teachers see over 500 students. Thought is that it would be more helpful to get a report card every 3 months. Is this even feasible? Would the benefits outweigh the extra work? Melissa H. did a one month check in with her families and it was wonderful. Parents were able to help get ahead of any problems/concerns. Families don’t like the number system too hard to determine what the number means. Sarah shared that typically a 2 would mean that the student is approaching goal. Do specialists notify the classroom teacher if they have concerns? Would the classroom teacher take it over and work with the parent?