

TTEA Meeting Minutes
November 11, 2013

Welcome & Intros
Approve minutes from October 7, 2013

Michele Radke

- New building engineer – Sloan Seluia (sp)
- Author's visit in cafeteria this week by Teresa Hull. Teresa is a Timber Trail mom with a daughter adopted from Russia. Teresa wrote a book about Russian adoptions and will be signing and selling her book.
- Thank you TTEA for the lunches during conference week. Whitney did a fabulous job organizing.
- Holiday catalog sales are going along great
- We have two teacher enrichment programs going on right now:
 - Robotics for 2nd and 3rd graders taught by Mrs. Mandy Smith and Mrs. Onken. 4th and 5th graders will have one in the spring
 - Digital animation taught by Dawn Smith and Eve King who took training on Toon Boom which is being incorporated in the 5th grade classroom and now in enrichment after school.

New suite of products for teachers workroom Eve King, Jenn Halvas, Michele Radke

- Teachers workroom has not been updated in years.
- With PBL, there is a strong need for poster making, dye cutting and cold lamination
- TTEA is sharing the cost of the new, upgraded, suite of products that better align educational materials with PBL and are following what other schools have trialed. TTEA \$10K, TTE \$3K
- Eve King spoke about the huge time savings that the equipment will bring to the teachers who right now are piece meal making their posters, hand writing them and spending hours at home preparing them. The opportunity cost is enormous. The equipment will enhance learning in the classroom by providing personalization, easy to read, transfer skills, and rubrics (6 to 8) week units
- Also, the EA's can spend more time in the classroom where they are really needed rather than dye cutting in the workroom. They now have a touch screen that allows them to personalize size and position, etc. and the machine does the work.

Treasurer Report – Jacqueline Blaeser

- Account Balance is \$97,472.44
- Net Income is negative at (\$10,894.17)
- Fundraiser currently going on

- The budget was shared and is posted on the TTEA website. Committee chairs please review to know what you have to work with.
- This semester TTEA paid for the following items, also posted at timbertrailparents.org
 - IXL Math
 - Lunches for conference week and week before school started for kids
 - Projector for library
 - Information Specialist – Dawn Smith
 - Quick Books for TTEA treasurer
 - Storage unit

Box Tops – Jenn for Kristin Ruder

- 8,711 collected
- \$871.10 for TTE
- Ackerman Pizza Party on 15th or 22nd
- Next collection will be in February
- Milk top box ½ full

SquareOne Art – Susan Liptak

- Orders are due tomorrow November 12
- Products will be delivered first week in December
- CBC committee thanks SquareOne Art committee for putting the art stickers on sheets per class for class books. They are at the front desk to pick up by the CBCs

Holiday Catalog

- Orders due tomorrow 11/12
- Wednesday a committee is counting money
- Still need volunteers for Whendy's on December 4

Spirit Wear – Renee Fichtel

- Will do online in January
- Price might be higher but the process is streamlined

Girls on the Run – Renee Ziegler

- 5K yesterday at Wash Park
- Wednesday banquet
- Getting ready for spring

Holiday cash giving – Renee Ziegler

- Fact sheet to answer additional questions has been put together
- This is to show extra gratitude for all staff of TTE
- Everyone will get envelope with at least \$25 gift card to King Soopers
- One envelope and spreadsheet per family will be sent home in Thursday folders

- There will be a link with the letter and spreadsheet on the TTEA website
- Collection will happen December 2nd to 16th
- 12/21 will be the delivery to the teachers
- This program replaces gift cards, etc. that the room moms have collected for in the past
- Room moms will just need to remind the class to participate if they want to
- **\$1,650 for petty cash was approved at the meeting**

Volunteers Needed – Colleen Moar

- Go to timbertrailparents.org to sign up for the following
 - December 4th – Holiday Catalog order delivery and Whendy's supervision of kids from the limo ride
 - December 4th & 5th Hearing & vision testing morning and afternoon sessions. No training necessary before hand.

Holiday Parties & Teacher Appreciation – Whitney Shank

- Provided lunches during the conferences to the teachers
- There will be a caramel apple bar set up for staff next Thursday
- Coffee cart and breakfast during Thanksgiving week – Monday & Tuesday
- EA's are spending much more time in the class room than in the past, particularly with second grade and kindergartners. In order to thank them we are looking for volunteers to bring them Starbucks from now until winter break. Whitney sent a sign up sheet around with times to sign up for the 4 EA's.
- An e-mail survey to identify the needs of teachers is going out and volunteers will be needed to help
- Room parents – parties went great for Halloween. Schedule holiday parties with teachers. Trying to spread out for parking purposes.
- Send reminders for Square One Art and Holiday catalog
- Looking for auction baskets for the Daddy Daughter dance from each classroom

Scrip – Carol Lail

- October was our second highest month ever with the King Soopers cards with \$1,808
- The contest drawing has not been claimed. Another number was drawn:
6006490901 371 321 727
- Still have cards to use up – check with Carol or front desk to use for your holiday shopping

Reading Program – Tiffany Dexter

- We are in month 3
- Logs going out in Thursday folders makes a big difference with participation
- We are at 25% participation

Educational Enrichment – Michelle Misuraca

- We are planning classes for the spring
- Surveys will be sent out to teachers and parents to help set direction and sure there isn't any conflict between what teachers have planned and TTEA
- We want teachers to know we are here to support them

Destination Imagination – Michelle Misuraca

- Teams have been formed and communicated
- Team managers have been trained
- Groups are starting to meet
- There are 5 teams this year

ClassBook – Michelle Misuraca

- Kristi Graning and Jean Cesarone have developed training materials and trained the CBCs
- Working on a sign up on TTEA website so orders for the books will be online only

Timber Team/Philanthropics – Lesley Pardew

- Timber Team is running a recycling program at the school for the cafeteria
- They will be doing a reusable clothing and shoes drive
- Holiday project – task force collection like last year where each grade is assigned different items to bring
- They are making posters next week

Dine & Dash – Jill Cook

- Wed, November 13 is the D&D at Red Robin in Castle Rock from 11 to 8
- Must present flyer which can be printed off of timbertrailparents.org
- November 21 will be at Daz Bog from 10 to 7. Works for coffee or yogurt or anything

Daddy Daughter Dance – Page Warnke

- Meeting December 12 at 9 am place TBD
- Looking for auction baskets
- Don't need to have a daughter to participate in planning. Helps to not have daughter to volunteer at the event.

Drawing – Lisa Crockett

- Movie Theatre Tickets – Lisa Linn and Anthea Gerber
- \$5 KFC – Gidget Long

In attendance:

Name	Teacher(s)
Michelle Misuraca	Haverstick, Nelson
Colleen Moar	Cummings
Lisa Crockett	Haverstick/Smith
Jenn Halvas	Proctor/Jester
Jacqueline Blaeser	King
Michele Radke	
Carol Lail	
Kimberly McCarthy	Bove
Allison Jones	Agster
Carolyn Blue	
Brandi Tsuchimoto	Carpenter
Lesley Pardew	Proctor
Gidget Long	Petau, McCluskey, Pringle
Whitney Shank	Schade, Jester
Jill Cook	Ackerman, Smith
Page Warnke	Vora, Haverstick
Susan Liptak	P. King, Proctor
Renee Fichtl	Haverstick, Lenz, E. King
Lisa Linn	Kolibaba
Anthea Gerber	Greene, Carpenter
Jackie Regnery	Greene
Renee Ziegler	Proctor King
Mona Egender	Pringle
Tiffany Dexter	Haynes, Cummings
Amy Ball	King, Smith