

## CPA Board Meeting Minutes

June 3, 2020

**Called to Order at 6:37 PM.**

**Note:**

This meeting was conducted via Zoom video conferencing. The May 2020 Board and General meetings were cancelled due to Covid-19 restrictions and school closures.

**In Attendance:**

Laura Myers, Sara Couch, Christy Yun, April Wallace, Robyn Klarman, and JoLyn Thompson (Board Members), Tricia Delles, and Tooba Rashid.

**Approval of Previous Board Meeting Minutes:**

Laura moved to approve the January 17, 2020, Board meeting minutes, Sara seconded the motion. Minutes were approved. January 30, 2020, General meeting minutes will be approved at the next General meeting.

**Principal's Report:**

Mary Freitas did not attend this meeting.

**Presidents' Report:**

(Presented by Laura/Sara)

1. Terrace Park Principal: Ms. Freitas will be leaving Terrace Park after this school year. Mr. Brett Hagen, currently principal of Edmonds Elementary, will become the new Terrace Park principal. CPA Presidents will set up meetings with Mr. Hagen in the fall.
2. District Updates: Due to school closures, 6th graders were unable to take the Orleans Hanna Algebra placement exam and the annual SBA exam. Therefore, 7th grade math placement (district-wide) will be decided solely on 5th grade SBA math scores.
3. Community: The CPA welcome packet for incoming families is complete, Laura will send to Becky Cass for distribution.
4. Communications: The new CPA website is still under construction, Laura and Sara are hoping to have it ready by fall.

**Vice President Report:**

(Presented by Christy Y)

1. Summer park playdates and the back-to-school picnic are planned and the Lynndale Park Shelter is reserved. CPA will follow Snohomish County and Washington State guidelines regarding whether in-person events can take place.
2. Parent nights and speakers are not reserved yet due to uncertainty about in-person gatherings. Board will research online options.
3. Fall events, such as swim nights, are also not reserved pending further information. Board will research low-contact (possibly outdoor) and/or online options for families to meet.

**Treasurer Report:**

(Presented by Robyn)

1. Budget: although CPA did not receive as many donations as hoped during fall fundraising, and was unable to hold a spring fundraiser, expenses were low and within budget. Robyn noted a few outstanding uncashed reimbursement checks and grants that should be finalized before closing out the school year. Laura will follow-up.
2. Robyn will coordinate with Tricia to conduct the year-end audit.
3. A draft of the 2020-2021 budget will be reviewed and approved at the next Board meeting, prior to the next General meeting.

**Brier Terrace Middle School (BTMS) Liaison Report:**

(Presented by JoLyn)

1. If BTMS holds an in-person orientation this year for incoming students, CPA will host a social event to coordinate (if allowed by County/State).

**New 2020-2021 Board Members:**

(Presented by Laura)

A quorum was available to approve the 2020-2021 Board Members as follows:

1. Co-President: Sara Couch and April Wallace
2. Co-Vice President: Christy Yun and Tooba Rashid
3. Treasurer: Robyn Klarman
4. Secretary: Tricia Delles
5. BTMS Liaison: Laura Myers

Board members to coordinate handing off duties as necessary.

**Meeting Adjourned at 7:07 PM.**