

Tualatin Elementary PTA

Meeting Minutes

October 14, 2025 | 7:00 PM | virtual meeting

Attending Board Members:

Stephanie Milstien, Co-President
Nicole Roth, Co-President
Charles Gravis, Treasurer
Lindsay Kinzer, VP of Communications
Kasia Moukalled, Assistant to VP of Communications
Alexandra Jones, VP of Member Recruitment & Volunteers
Melissa Hinkle, Teacher Liaison
Jen Mann, Teacher Liaison
Anna Booth, Outgoing President (Board Member at Large)
Karrie Spencer, Outgoing Treasurer (Board Member at Large)

Not in attendance:

Nikki Coleman, Secretary

Agenda

Call to Order, *Nicole Roth & Stephanie Milstein*

Board introductions, *PTA Board Members*

- New Family Partnership Advocate: Jenni Bustos

President's Report, *Nicole Roth & Stephanie Milstein*

- Motion by Charlie Gravis, Nicole Roth second, to approve September Meeting Minutes. Motion approved unanimously. Past minutes can be found on the PTA website.
- Recent Event Recap:
 - Lee Farms Fall Festival: Great turn out! Over 500 people attended the event. There were a few unfortunate events that may lead us to do things a little differently next year.
 - Book Fair: Fall book fair was a huge success! \$5,228.27 in Scholastic Dollars. Thank you to all of our volunteers - we had so much help and it was amazing! Kona Ice book fair profits were \$30

- Fun Run: Had a great volunteer turn out as well! There were 3 mascots, which was great for the kids. We profited just over \$13,000. Bubbles were also a hit!

Treasurer's Report, *Charlie Gravis*

- Budget was shared with expenses and updated balance (link below)
- Book Fair: \$5,228.27 in Scholastic Dollars back to the school
- Kona Ice: \$30 check back to the school during the book fair
- Fun Run: Went over budget this year, but profited over \$13,000 for the school
- Summary Report - Current balance **\$64,646.41**
 - Posted on the website:
<https://drive.google.com/file/d/1WqUe261RjCQpmhBtN3Dix6j28BNrXcGI/view?usp=sharing>

Principal's Report, *Dr. Bobbie Brown*

- Bond Updates: A contractor came out on Friday to look at our roof. Also, our future playground will be more accessible and if you have any ideas, please reach out!
- Applied to the Foundation for Tigard Tualatin Schools and received a \$9,000 grant. We plan to ask for an additional hour for a classified staff member who works closely with our school counselor as well as an additional 1.5 hours for our language specialist
- New iPads: They now have many restricted features, students cannot personalize them or change settings. Students are also spending less time learning from them with the new curriculum.
- We have new assessments that the students have been taking this fall that help us place students properly and get them the support they need
- Tomorrow will be Bites with Brown. The continuous improvement plan will be a big topic

Executive Board Report, *Executive Board*

VP of Communications: Marketing/website updates

Lindsay Kinzer

- We have many events and lots of communications - especially the beginning of the year
- Most messages will come from ParentSquare, but we also print flyers and post on social media

- Trunk or Treat and Spirit Wear communications are currently out
- Working on revamping our website
- October newsletter coming out this week
- Shake Shack Restaurant Night 10/20, lemonade stand to help promote it will be available at pick up
- Don't forget to check backpacks and red folders for flyers, too!

Secretary: Current Status of PTA Membership

Nicole Roth

- 58 current members - up 18 from last month! One of our largest groups in the past few years
- Dues are now \$16.00 (\$13.50 plus fees)

Standing Committees

Trunk or Treat

Alexandra Jones

- It was so successful last year that we're now making it an annual event! Only a week away, rain or shine! There are 4 more trunk spots left.
- We welcome candy donations - please drop off bags to the office

Yearbook Committee: Volunteers needed

Nichole George

- Still trying to decide on the cover image and overall theme
- Layout will be very similar to last year. If you have feedback please let us know
- Are you interested in learning the ropes for next year? We'd love your help!
- Super easy way to upload photos this year! New Yearbook Photos Submission Link: <https://howto.buytheyearbook.com/index.php/sharing-photos/>

2026 Auction

Alexandra Jones/Kasia Moukallad

- Informational Meeting (virtual) on October 19th, 3:30pm
 - Please join us if you want to learn more on the different ways you can help make the auction a success!
 - This is not only a fun event to plan, but the funds raised from our Auction fully fund many other activities and student enrichment
- First Committee Meeting (Alexandra Jones' Home) November 13th, 7:00pm
- Auction Date & Location
 - May 16th, 2026 at Saint Irene's (attached to La Industria)

Other Reports (Staff, students, councils, or others)

Grade Level Report - 1st Grade

Pam Soderquist

- Such a busy start to the year!
- The new curriculum is wonderful and helps students better understand how to decode words
- Students really enjoyed the inclusiveness of the Spirit Week themes
- 1st graders plan to go to Frog Pond farms again this year for their field trip

Sustainable Garden

Pam Soderquist

- Next garden work party is November 15th. Fall crops have gone in and there's been lots of work going on!
- Not sure if all classes have been out to the garden yet, but Trish is keeping track

Family Partnership Advocate

Jenni Bustos

- Helps connect families to community resources like food, clothing, sports items, etc.
- Looking into how to run the PaLa meetings, etc.
- Would you like a PTA member to attend PaLa meetings?

Unfinished business

Winter Fundraiser Update

Nicole Roth

- Both wreath and poinsettia fundraisers didn't work out this year. Will try again next year
- We're doing the Regal Cinemas ticket bundle - ticket bundles are \$30 and are good for any Regal Cinemas nationwide! School receives \$7.50 from each sale

New Business,

Nicole Roth & Stephanie Milstein

Spirit Wear

- Open now until 10/24
- Wanted to be clear that this isn't a fundraiser for the school, we just enjoy showing school spirit!
- Once you order, all products are made and sent to the school and will then be distributed to students to bring home
- Link to shop:
<https://tualatin-elementary-school-store2025.itemorder.com/shop/home/?fbclid>

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Socktober

- A fun way to support our community! Donate packages of new socks of all sizes (adult & children) and wear crazy socks to school on October 31st!

Sign Ups?

Nichole George

- Can we utilize ParentSquare to organize sign ups instead of SignUpGenius?
 - Yes! We're in the process of gaining access to our own PTA account within ParentSquare and have looked into sign ups as well! -*Nicole Roth*

Announcements, *Nicole Roth & Stephanie Milstein*

- Reminder: Parent Volunteer Background Check & School Guidelines need to be updated for each parent. Background Checks are good for 3 years. Please be sure yours is up to date!

Upcoming Events:

- Restaurant Night 10/20, Shake Shack 10am-10pm, Promo code: DONATE
- Trunk or Treat 10/22, 5-7 PM (set-up at 4 pm-no early birds) / Tom's Coffee Truck at the school!
- Regal Cinemas 11/1-1/10, online ticket sales campaign, \$7.50 from every bundle back to the school
- Restaurant Night 11/18, California Pizza Kitchen, Promo code: Back20%
- Evereve Shopping Event, 12/4, we'll have light refreshments & snacks 5-8 PM, 20% back to the school on all purchases
- Please see Year at a Glance Calendar for all school events: Posted in Rotunda.
- For any committee's using the PTA closet, please try to keep things organized. Our team has worked hard to keep that closet tidy and any unknown boxes on the ground will be recycled if someone isn't notified of its purpose.

Adjournment, *Nicole Roth & Stephanie Milstein*

SPECIAL NOTES:

Next Meeting - Virtual Meeting: November 4th, 2025 @ 7 PM

Google Meet joining info & video call link: <https://meet.google.com/uxf-jjge-zmd>

STAY CONNECTED!

WEBSITE - <http://www.tualatinelementarypta.org>

Facebook- www.facebook.com/groups/TualatinElementaryPTA

Instagram- <https://www.instagram.com/tualatinelementarypta/>

Questions/concerns? Email: tualatinpta@gmail.com