



HIGHLINE COUNCIL 9.5

**Parent
Teacher
Student
Association**

**2008 - 2009
DIRECTORY**

www.hcptsa.org

everychild. onevoice.

Mailing address for Correspondence and Membership Fees:
Highline Council PTSA • P.O. Box 66539, Burien, WA 98166

Membership fees due to Council
(NOT STATE) October 25, January 25, and May 25
Send attention: Membership to address above. Make payable to HCPTSA.

**Contents of this directory are for PTSA use only.
Membership lists shall not be released to outside interests.**

Welcome to Highline Council PTSA 9.5

Welcome to a fresh year of PTA in the Highline District. Your PTA is part of Highline Council PTSA. Council PTSA is a group of volunteers elected and appointed by the local PTAs, to support you in your leadership role. We are here to encourage you, to provide leadership training opportunities, to give you information, and to support programs of PTA and our Highline community.

Highline Council provides:

- Leadership support for all Highline PTAs—we're here to help you
- Communication about PTA through email updates, phone contact, visits to local units and maintaining website: www.HCPTSA.org
- Membership fees are collected through council and council sends them on to the state office for you
- The Reflections art program is coordinated through council
- Display of student artwork through the Nyland Art Archive
- The PTSA Girl's Softball program is coordinated through council
- A Social Service Fund that provides glasses, hearing aids, counseling services to students in need, as well as providing education scholarships for graduating high school seniors
- A Council Phone Directory is published for each local PTA unit with all PTA and district information
- Leadership training through programs and events
- Volunteer Recognition through our year end celebration, honoring district employees from each school and outstanding PTA volunteers

Highline Council PTSA Goals for 2008-09

Role of Councils in Washington State PTA—

(as defined by WPTA bylaws)

Councils are a group of local PTA units organized under the authority of the State PTA. The purpose of a council is to promote the Objects of the National PTA through creating public opinion favorable to the interests of children and youth; provide services, information, support and leadership training for member units; provide a council wide Reflections program; promote cooperation among the member units; and encourage child welfare projects in local units and the community.

What is the Highline Council?

It consists of the group of PTA local units in our Highline District and the leaders that these PTAs elect to support, coordinate, facilitate and serve the needs of the local PTAs. We are chartered by Washington State PTA, just like each local unit, and are accountable to the local PTA units. We are here to: provide programs such as Reflections and Softball; to collect Council, State and National PTA membership fees; to provide guidance through leadership training; to provide community service through the social service funds that give glasses, hearing aids, and counseling to students in need; and to be a communication link between Region 9/State PTA and the local PTAs through the council newsletter, emails and phone calls. We are here to serve our local PTAs.

Goals for Highline Council

1. Give leadership support and training as well as coordinate activities that benefit our local PTAs and serve the needs of our community.
2. Communicate with all PTAs to give leaders current information from WA State PTA, National PTA and Highline District, through the use of telephone calls, visits to PTAs, newsletters, emails and council general membership meetings. Encourage communication and community wide programs amongst PTAs from elementary to middle school to high school.
3. Develop Academic Achievement Advocacy—form the Academic Achievement Team to be a liaison between parents and Highline District to encourage high academic standards for our students, meet regularly with Highline District leaders about academic standards, speak regularly at Highline School Board meetings about academic excellence, survey parents about academic standards so district leaders will know the voice of the community they serve.
4. Build the HCPTSA Social Service Fund—develop campaign to reach employees of Highline District to encourage donation to the fund, advertise fund, solicit donations from local unit PTAs and businesses, visit local schools to explain the program and encourage participation, develop fundraising avenues/grant writing to support the fund.

Important Dates for 2008 - 2009

Oct 25	1st HCPTSA General Meeting/leader training 7:00-9:00 at ERAC board room-vote to approve standing rules
Oct 5-6	Legislative Assembly in Sea Tac
Oct 23	990/990 EZ Class, Renton 6:30-9:00pm
Oct 25	HCPTSA Leadership Training and General Membership Meeting Membership fees due to Highline Council (NOT to State)
Nov 10	Liability insurance due
Nov 15	990/990 EZ form due to IRS
Dec 3	Reflections entries due to council for judging (deliver to ERAC by 4:00)
Dec 1	Apple Grant Application
Jan 5-30	Reflections art displayed at ERAC
Jan-Feb	Reflections art displayed at Burien City Hall
Jan 23	Reflections entries due to state
Jan 25	Membership fees due to Highline Council (NOT to State)
Jan 26	HCPTSA Reflections Celebration at PAC at 7-9pm
Feb 24	HCPTSA General Meeting Leader training, vote for nominating committee. Conversation with the Superintendent. Location TBD
Feb 5	Region 9 Spring Leadership Conference
Feb 26	Focus Day
March 1	applications due to state office for local unit PTA awards, to be given out at state PTA convention
May 2-4	WA State PTA convention at SeaTac Doubletree
May 25	Membership fees due to Highline Council (NOT to State) —Check for duplicate members and email corrections to State
May 31	Charitable Solicitations Renewal
June	HCPTSA Awards and Year End Celebration 6:30-8pm at Normandy Park Cove, Election of new PTA officers
June 24	New officers registered with State PTA office
June 30	Audit done/turn over treasurer's books to new PTA officers

Congratulations on a year well done!

Your Highline Council Leadership Team

President:

Jill Wunch
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Email: jbwunch@msn.com

Treasurer:

Tracy Yorker
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VP Mt. Rainier Service Area:

Moira Bradshaw
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Email: Moiracb@comcast.net

Membership Chair:

Open

VP Highline Service Area:

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Email: dpthoma@worldnet.att.net

VP Evergreen Service Area:

Open

Softball:

Bud Whiteman
Phone: (206) 243-8768
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Council Website / Directory:

Julie Zaballos

Highline Council Local Units

EVERGREEN SERVICE AREA

Beverly Park Elementary PTA	9.5.10
Mount View Elementary PTA	9.5.110
Shorewood PTA	9.5.145
Southern Heights Elementary PTA	9.5.150

HIGHLINE SERVICE AREA

Cedarhurst Elementary PTA	9.5.30
Gregory Heights Elementary PTSA	9.5.50
Hazel Valley Elementary PTA	9.5.55
Seahurst PTSA	9.5.142
Sylvester Middle PTA	9.5.220
Highline High PTSA	9.5.235

MOUNT RAINIER SERVICE AREA

Des Moines Elementary PTSA	9.5.45
Marvista PTSA	9.5.90
North Hill Elementary PTSA	9.5.127
Pacific Middle PTSA	9.5.200
Parkside PTSA	9.5.130
Mt. Rainier High PTSA	9.5.240
Aviation High PTSA	9.5.747

TYEE SERVICE AREA

Bow Lake Elementary PTA	9.5.20
Hilltop Elementary PTA	9.5.65
Madrona Elementary PTA	9.5.80
McMicken Heights Elementary PTA	9.5.100

Elected Officers and Principals by School

Elementary Schools

BEVERLY PARK PTA 9.5.10

1201 South 104th St., Seattle 98168

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<i>Principal</i>	Kathy Anderson 206-433-2508 / anderskm@hsd401.org

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<i>Vice President</i>	Michelle Bundy 206-835-1290 / thebundys5@comcast.net
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<i>Secretaries</i>	Renee Crotty 206-244-0547 / zacksamjosh@msn.com Kelly Sanford 206-243-5630 / kellymsanford@hotmail.com
<i>Principal</i>	Diana Garcia 206-631-3500 / garciad@hsd401.org

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611 S 132nd St, Burien 98168 / PO Box 66682, Burien 98166

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Middle Schools

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High Schools

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AVIATION HIGH SCHOOL

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WASHINGTON STATE PTA

The Washington Congress of Parents and Teachers (the Washington State PTA), a branch of the National Congress of Parents and Teachers (the National PTA), was founded in 1905. The Washington State PTA is a nonprofit, membership association which seeks to bring together the home, school and community on behalf of all children and youth.

Washington State PTA includes all people without regard to differences in race, culture, ethnicity, religion, socio-economic status, gender, abilities, special needs or geographic location.

The Washington State PTA is governed by a Board of Directors consisting of four statewide officers, 13 region directors, a leadership director, a program director, and a legislative director. The board governs the affairs of the State PTA, as well as provides leadership training and education to local PTA units and councils. The Washington State PTA is chartered by and affiliated with the National PTA.

*Parent may include adults who play an important role in a child's family life since other adults (grandparents, aunts, uncles or guardians) may carry the primary responsibility for a child's health, welfare, education and safety.

Washington State PTA Office: 1-800-562-3804
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Legislative Action Center—www.wastatepta.org
then click on legislation
You can use your voice to reach your elected
officials with your views on issues

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The WSPTA Board of Directors also includes Region Directors from the 13 regions in Washington. Highline Council PTSA is located in Region 9.

REGION 9 SERVICE DELIVERY TEAM

The service delivery team provides assistance and support to your PTA. Please feel free to contact any of these experienced people with your questions or concerns.

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NATIONAL PTA

The National PTA, founded in 1897, is the nation's oldest child advocacy organization. It is comprised of nearly 6.5 million members in more than 26,000 local PTA units throughout the United States and Europe.

OBJECTS OF PTA

- To promote the welfare of children and youth in home, school, community and place of worship.
- To raise the standards of home life.
- To secure adequate laws for the care and protection of children and youth.
- To bring into closer relation the home and the school, that parents and teachers may cooperate intelligently in the education of children and youth.
- To develop between educators and the general public such united efforts as will secure for all children and youth the highest advantages in physical, mental, social and spiritual education.

National PTA Office

330 North Wabash Ave, Suite 2100, Chicago, IL 60611-3604

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Internet Web Site: <http://www.pta.org>

HIGHLINE PUBLIC SCHOOLS DISTRICT - #401

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Voice Mail: 206.631.3362

Michael_Spear@hsd401.org

SCHOOL BOARD MEETINGS are held at 6:30 pm on the second Wednesday of each month at ERAC (15675 Ambaum Blvd SW, Burien, WA 98166), and on the fourth Wednesday of each month at various locations throughout the district. Occasionally the Board will conduct a work/study session prior to or after the regular meeting. Please feel free to contact the district office at 433-0111 to confirm meeting dates and times. If you would like to speak at a school board meeting or have an agenda sent to you, call 433-2217. School board minutes are available on the District website at www.hsd401.org. Written correspondence addressed to the board can be delivered to the district office or mailed to Board of Directors, Highline Public Schools, 15675 Ambaum Blvd SW, Burien, WA 98166. Only one copy is necessary. It will be copied and each Board member will receive it in the next outgoing board packet.

Highline District Administration

E.R.A.C. - Educational Resource and Administrative Center
15675 Ambaum Blvd SW - Burien WA 98166

Website: www.hsd401.org

Receptionist	433-0111
Superintendent	John P. Welch / 433-2217 Jan May, Assistant / FAX: 433-2351
Deputy Superintendent	Dr. Carla Jackson / 433-2503
Assistant Superintendent	Geraldine L. Fain / 433-2505
Chief Accountability Officer	Alan Spicciati / 433-2334
Executive Director High School Learning	Max Silverman / 433-2361
Executive Directors K-8 Learning	
North	Dr. Steve Grubb / 433-2358
South	Susanne Jerde / 433-2109
Budget & Accounting	433-2546
Construction Supervisor	433-2501
Curriculum Departments	Language Arts / 433-2358 Gifted/Honors Education / 433-7117 Math and Science / 433-2458 Special Education / 433-2125 English Language Learners (ELL) 433-2389
Activities, athletics, physical & health education, performing and fine arts	John Melder / 433-2419
Duplicating	433-2523
Facilities, Executive Director, Facilities Services	Andrea Johnson / 433-2252
Health Services Facilitator	Aimée Denver / 433-2413
Human Resources Executive Director	Don Waring / 433-2281
Instructional Support Services	433-2366
Mail Room	433-2306
Manhattan School	433-2318
Nutrition Services	Chris Neal / 433-2209
Performing Arts Center	401 S 152nd St. Amy Daligcon-Dowell / 433-2292
Communication & Community Engagement	Catherine Carbone Rogers / 433-2331 FAX: 433-2351
Purchasing	433-2354

Highline District Administration *Continued*

School Board Recording Secretary

Jan May / 433-2124

Puget Sound Skills Center

433-2524
18010 8th Avenue S.

Security & Safety

Tony Zeman / 433-2493
Emergency Security / 244-7711

Transportation

Mary Carr / 433-2471

COMMUNITY INTEREST GROUPS

Highline Education Association (HEA)-Teacher's Union

Stacie Hawkins, president / 246-4340
Cell# 206 501-1523 / shawkins@washingtonea.org
15210 32nd Ave S, Suite A, Seattle 98188
FAX: 206-246-9312

Highline Citizens for Schools

Lois Schipper / 206-246-7977
www.supporthighlineschools.com
Community support of school funding
through levies/bonds

Highline Schools Foundation For Excellence

Dawn Elwell, Executive Director / 248-5196
245 D SW 152nd St, Burien, WA 98166
Website: www.highlineschoolsfoundation.org
dawn@highlineschoolsfoundation.org
Grants for teachers/PTAs, student scholarships

Burien Parks, Recreation and Cultural Services

City of Burien
www.burienwa.gov
Michael Lafrenire, Director Park, Recreation
and Cultural Services / 988-3700
michaell@burienwa.gov

Burien Arts Commission / 988-3700
Arts and Parks program

City of Des Moines
www.desmoineswa.gov

City of Normandy Park
www.ci.normandy-park.wa.us

City of Sea Tac
www.seatac.wa.us

HCPTSA POLICIES

In accordance with the policies of the WSPTA, the Highline Council shall be non-commercial, non-sectarian and non-partisan. It shall not endorse any commercial enterprise or any candidate. The name of the association or the names of any members in their official capacities shall not be used in any connection with a commercial concern or with any purpose not appropriately related to promotion of the objectives of the association.

THE PURPOSE OF THE HIGHLINE COUNCIL PTSA IS TO:

1. Support, coordinate, facilitate and serve the needs of the local PTA units and provide information and guidance on current WSPTA programs.
2. Promote the objectives of the Washington State PTA and National PTA through creating public opinion favorable to the interests of children and youth.
3. Promote communication and cooperation among the member units on matters of mutual concern within the council boundaries.
4. Assist in the formation of new units and encourage child welfare projects in the local units and the community.

HCPTSA operates under the National PTA Objectives, which are:

1. To promote the welfare of children and youth in home, school, church or place of worship and community
2. To raise the standards of home life.
3. To secure adequate laws for the care and protection of children and youth.
4. To bring into closer relation the home and school, that parents and teachers may cooperate intelligently in the education of children and youth.
5. To develop between educators and the general public such united efforts as will secure for all children and youth the highest advantages in physical, mental, social and spiritual education.

BYLAWS

The bylaws of the Highline Council of Parents, Teachers and Students are set forth in the Washington State PTA Uniform Bylaws.

HIGHLINE COUNCIL STANDING RULES

1. The name of this association shall be the Highline Council Parent-Teacher-Student Association 9.5. It was chartered in October 1980.
2. This council serves the local unit PTAs in the Highline School District.
3. This PTA is registered with the Secretary of State under the Charitable Solicitations Act. The registration number is HIC-088-348. The treasurer is responsible for filing the annual registration prior to November 15th.
4. This council is a non-profit corporation recognized by the State of Washington on April 4, 1978. The treasurer will renew the Articles of Incorporation each February. The incorporation number is D277766.
5. This council's Employer's Identification Number is 91-1119277.
6. This council was recognized by the IRS as a non-profit tax-exempt organization, August 19, 1985, under Section 501C4.
7. Units desiring to use Council's bulk mailing (permit number 498) must contact the Council Treasurer for guidelines and instruction prior to use.
8. The President, Secretary and Treasurer shall each keep a copy of all legal documents in their procedure notebook. The Secretary and Treasurer shall be responsible for keeping legal documents up-to-date.

9. The signatures of at least three elected officers shall be on the authorized signature card for this PTA's bank account.
10. The council shall conduct an audit of its books and records in January of each year in addition to the required audit at the close of the fiscal year.
11. The membership service fee of this council shall be \$2.00 per member of each local unit.
12. The Council shall maintain a minimum general fund balance of \$1000 to carry forward to the next fiscal year.
13. Sustaining Council Memberships for Highline School District Central Office Employees (and others of the district not already involved with a particular school), shall be available for a non tax deductible donation of \$10.00 or more, which entitles the member to receive the Highline Council newsletter, but no voice, vote, or privilege of holding office. Businesses may also become sustaining members of Highline Council.
14. The nominating committee shall be elected no later than February.
15. The elected officers of this Council shall be President, Vice President, Secretary, Treasurer, Evergreen Area Vice President, Highline Area Vice President, Mt. Rainier Area Vice President, Tye Area Vice President and Legislative Chairman. Two people may serve jointly in any position except Treasurer. These elected officers shall constitute the Executive Committee. The election of officers shall be held no later than the April. No person shall serve in the same position on the Executive Committee for no more than two (2) consecutive terms.
16. The Board of Directors shall consist of the elected officers and Standing Committee chairman. All members of the Board must be members of a local unit PTA. Board meetings shall be held before each general membership meeting as scheduled by president and majority vote of the board. A quorum for the board of directors shall be a minimum of 6 members.
17. General Membership meetings shall be held at least 3 times per year with the location and time published at least 15 days before the meeting. Special meetings of the Council may be called as arranged by the Executive Committee.
18. An office/standing committee chairmanship shall be declared vacant if that person misses three consecutive meetings unless excused by the President. Board members shall notify the President if they are unable to attend a meeting.
19. All committees will be reimbursed only for budgeted expenses unless authorized by the board. Reimbursement must be requested of the Treasurer within 30 days of expenditure.
20. Standing Committees may include: Awards/Recognition, Fundraising, Membership, Newsletter, Reflections, Social Service Fund, Scholarship Selection, Nyland Art Archive, School District Liaison, and Communications.
21. Special committees of this council may include: Council Directory/Handbook, Hospitality, President/Principal Workshop, Softball, State Convention, Academic Achievement Team, Website Management
22. The Awards Committee shall consist of the Area Vice Presidents and the Council President. Golden Acorn and/or Outstanding Service Award, Honorary Life Membership, Community Service Award and President's Award may be given in the spring at the Recognition Night.
23. The voting body of this council shall be the Board of Directors and one designee (which could be the president or other member of the local unit) of each local PTA/PTSA unit in membership. A quorum for general membership meetings shall be at least 10 members, with a majority voting in approval of decisions.
24. Voting delegates and alternates to the annual State PTA Convention shall be elected by the Board of Directors. Priority shall be given to the newly elected Executive Committee. (*See by-laws, Article XII, Section 2 ©.*)
25. Voting delegates to the Legislative Assembly shall be the Legislation Chairman, unless otherwise designated by the Board.
26. The Standing Rules and Budget shall be adopted by a majority vote of the delegation no later than June 15.
27. The standing rules and budget may be amended by any regular general membership meeting by a two-thirds vote, or if previous notice is given, by a majority vote.

Policies and Job Descriptions

1. A calendar of PTA/District events may be published as a resource for PTA units.
2. A Council Directory/Handbook will be published for the benefit of the leaders of the local PTA units.
3. Guidelines for the authorization to continue existence of the previously established self-supporting social service funds and scholarships shall be determined annually in the spring by the Board of Directors. Social service funds may include clothing, dental and vision, hearing impaired, student counseling and scholarships for graduating seniors.
4. Officers and committee chairman shall be required to present reports and notebooks of their year's activities to the current president by the June general meeting. Outgoing officers and committee chairman shall surrender all PTA materials acquired while functioning in their position at this time or at the time of their resignation.
5. A committee of three (3) shall be appointed by the president to review any records to be discarded.
6. Executive committee meetings shall be held as necessary at the discretion of the president with reasonable notice given to the executive committee members.
7. The council will work cooperatively with other groups on matters of mutual interest. The board of directors should determine these cooperative measures using Washington State PTA Guidelines.
8. The Council President shall:
 - a. Preside at all meetings.
 - b. Make appointments to positions and committees as designated in the standing rules, with the approval of the executive committee, for a term of one (1) year.
 - c. Be an ex-officio member of all committees except the nominating committee.
 - d. Co-sign all binding agreements.
 - e. Disseminate and communicate all information received pertinent to PTA/PTSA programs.
 - f. Perform all duties pertaining to the office such as specified in the bylaws and standing rules.
 - g. Coordinate Council's programs and activities.
 - h. Attend the Region 9 meetings or send designated alternates.
 - i. Participate in the Region 9 nominating committee elections.
 - j. Cooperate when requested with the Region 9 director or service specialist in establishing new units.
 - k. Designate an executive committee member to attend functions with voice in his/her absence.
 - l. Attend the relevant school board meetings or send an alternate.
 - m. Provide direction to the area vice presidents.
9. The Vice President shall
 - a. Perform the duties of the president in the absence or inability of that officer to service.
 - b. Assist the president when called upon.
 - c. Work closely with the president in all activities.
 - d. Serve as chairman of the committee to prepare the Council display for PTA convention.
 - e. Assist in the planning and coordinating of general membership meeting programs.
10. The Secretary shall
 - a. Keep accurate records of all meetings.
 - b. Notify the president of any unfinished business.
 - c. Help the president make up the agenda.
 - d. Make sure the president has the minutes as soon as possible after a meeting.
 - e. Keep attendance records of all executive committee, executive board and general membership meetings.
 - f. Keep a complete roster of the membership of all standing and special committees.

- g. Maintain an up-to-date roster of local units in the Council membership with the names and addresses of their officers.
 - h. Conduct the correspondence of the association, business, and social.
 - i. Serve as chairman of the standing rules committee.
 - j. Present the standing rules to the membership.
 - k. Serve as council parliamentarian.
 - l. Keep legal documents up-to-date.
11. The Treasurer shall:
- a. Keep accurate financial records at all times.
 - b. Receive/issue receipts, deposit promptly in an authorized accounts all monies and disburse same according to approved budget.
 - c. Present a financial statement at each regular meeting and such other items as required by the president.
 - d. Provide all financial records, if requested by the president or executive board
 - e. Provide monthly financial statement and other pertinent information for the Communication Line.
 - f. Submit records for bi-annual audits (December 30 and June 30) to a qualified accountant or an auditing committee of no fewer than three (3) members appointed by the president.
 - g. Serve as chairman of the budget committee.
 - h. Present budget to the membership.
 - i. Remit state and national portion of the service fee to the state PTA office by the specified deadline.
 - j. Keep all membership records and regularly provide copies to the membership chairman.
 - k. Be contact person for local units wishing to use bulk mailing permit.
 - l. Keep legal documents up-to-date.
 - m. Shall file IRS form 990 if filing is required.
 - n. Update bank signature card before June 30 of each year.
12. Evergreen, Highline, Mt. Rainier and Tyee Vice Presidents shall:
- a. Be a member of a Highline School District local unit preferably in the high school service area they represent.
 - b. Give assistance and guidance to their local units either by phone, in writing or by holding meetings. These communications should involve all local unit Presidents and Officers in their high school service area.
 - c. Report directly to the council president or their designee.
 - d. Be a member of the Awards/Recognition Committee.
13. The Legislation Chairman shall:
- a. Be responsible for training local unit chairmen.
 - b. Be responsible for monitoring ongoing legislation pertaining to children and youth in the Highline School District, the State and the Nation.
 - c. Communicate regularly to the council board and membership all legislative information received from local, state and national sources.
 - d. Submit legislative information regularly to the Communication Line.
 - e. Be the delegate to the Washington State PTA Legislative Assembly, unless otherwise designated by the board of directors.
 - f. In the spring assist the council board in preparing legislative issues for the following fall legislative assembly.
 - g. Be a representative for council at Highline Citizens for Schools.

MAILING INSTRUCTIONS

MEMBERSHIP CHECKS

should be made payable to HCPTSA and sent to: PO Box 66539, Burien WA 98166

OTHER CORRESPONDENCE

should be sent to:

Highline Council PTSA, PO Box 66539 – Burien WA 98166

SOCIAL SERVICE FUND POLICIES

Since the organization of the Highline Council PTSA in 1955, Emergency Service Funds have been established. With the support of the local unit PTA/PTSA's, various programs and funds have been maintained to meet the emergency needs of children in the Highline School District as they developed. Currently the Highline Council PTSA has four Social Service Funds. They are the Vision Fund, Student Counseling Fund, the Hearing Aid Fund and the Senior Scholarship Fund. It is the intent of the Highline Council PTSA to provide EMERGENCY SERVICE ON AN EMERGENCY BASIS when no alternate funds are available.

ELIGIBILITY AND PROCEDURES:

The eligibility policy to receive assistance from the Highline Council PTSA Social Service Fund is determined by the HCPTSA Board of Directors/Social Service Fund Chair. The board/Social Service Fund Chair will review and/or revise the eligibility criteria and procedures for use of the funds. Recommendations for changes will be brought to the General Membership in May or June for approval. Additional meetings regarding the Social Service Funds will be on a need basis throughout the year. An annual report of fund use by the Fund Chair(or Treasurer if no appointed Chair) and financial summary by the HCPTSA Treasurer is to be compiled and presented to the Board of Directors no later than June 15, preferably by May 30.

In the event of an immediate emergency the HCPTSA President or Treasurer shall be contacted for authorization of Emergency Action.

Those eligible are:

1. Students enrolled in the Highline Public Schools.
2. It is the intent of the Highline Council to provide service on an emergency basis only. Free and reduced lunch guidelines may be used as initial consideration. Other considerations may be loss of income, major illness or a natural disaster.
3. A student, parent or school district employee may recommend a referral but final recommendation to the social services/scholarship fund are:
Dental/Vision – Principal or the School Nurse
Student Counseling Fund – Principal, Counselor or the School Nurse
Hearing Aid Fund – Principal or Audiologist
Student Scholarships for Graduating Seniors—HCPTSA Scholarship Selection Committee

VISION FUND

Vision exam and glasses are limited to \$140 per student. (\$45 for a professional eye exam and \$95 for glasses.) Referrals are received and processed in the following manner:

1. A request for a vision exam or glasses is directed to the school nurse by the student, parent, teacher or other school staff member.
2. Follow-up on a vision screening referral may indicate the family cannot afford a vision exam and glasses. The family completes an eligibility and information card and returns it to the school nurse.
3. The school nurse forwards the eligibility card to the nursing supervisor for a second screening. If the family does not qualify financially but special circumstances warrant consideration, the fund coordinator/ or president is consulted for determination of fund use.
4. If the student is determined eligible, an appointment is made with a community provider previously agreeing to provide care at a reduced cost and within PTSA guidelines.
5. Bills received for approved care are forwarded to the Highline Council Treasurer for payment.

HEARING AID FUND

Payment limits are set at \$26 per ear mold and \$56 for hearing aid repair per student. This includes a 6-month warranty. Amended June 8, 2006.

Referrals are received and processed in the following manner:

1. Audiologist will determine if student is eligible for assistance.
2. Audiologist will inform the parents of the total cost and what portion the Hearing Aid Fund will cover. The balance will be the responsibility of the parents.
3. Initially, the entire cost of the molds and/or repairs will be submitted to the Highline Council Treasurer to be paid through the Hearing Aid Fund.
4. If possible the parents can reimburse Highline Council for their portion of the molds/and/or repairs. As parents pay their portion these proceeds will be submitted directly to the H Hearing Aid Fund.
5. The Audiologist will retain a dated copy of the letter submitted to the parents and record the date when and how much the parents paid. Copies of all paperwork will be kept in the Audiologist's office for ease in auditing.
6. Bills for payment should be sent to the Highline Council Treasurer at least every three months.

STUDENT COUNSELING FUND:

Funds are not to exceed a total of \$100 for any family. Up to an additional \$100 may be approved by the fund coordinator if funds are available as determined by the Highline Council Treasurer.

Referrals are received and processed in the following manner:

1. Anyone referring someone for counseling should contact the fund coordinator to verify if funds are available and send the names of the parents and/or student they are referring.
2. The referral agency, upon ascertaining the counselee cannot pay for the service and no alternate funds are available, will call the fund coordinator to verify that the client has been referred by the aforementioned Highline personnel.
3. The students and/or parents/guardians may be referred to the following non-profit agencies:
a) Highline West-Seattle Mental Health Center, b) Family and Child Services, c) Ruth Dykeman Center for Out-Patient Counseling Services, d) Highline Youth and Family Services or other agencies approved the the Counseling Fund Committee.
4. It will be the responsibility of parents or guardians to make appointments for service at the referral agency.
5. All information will be kept confidential.

SCHOLARSHIP FUND FOR GRADUATING SENIORS

A recommended 2 scholarships at \$500 each shall be given to graduating seniors who complete the application process on time, who meet the designated criteria for selection and are chosen to receive the award. Additional scholarships may be given as determined by the Scholarship Committee and the Board of Directors, based on the donations collected each year.

1. The Scholarship Committee shall determine the criteria for selecting scholarship recipients with community service being one of the criteria.
2. The Scholarship Committee shall send scholarship forms to all Highline high school counselors in April of each year and publicize the scholarship to graduating seniors of the Highline District.
3. Scholarships shall be presented to chosen recipients at the annual HCPTSA Recognition Night held in May/June.
4. Scholarship recipients must send proof of enrollment in college to receive scholarship funds awarded by HCPTSA

HIGHLINE COUNCIL PTSA AWARDS

The **GOLDEN ACORN AWARD** is presented to a person who has given outstanding service to children and youth. The Golden Acorn Award is very special and is given for continued and dedicated service. This is our way to honor PTA members for their contributions to this association.

Linda McDonnell	1995
Jerre McQuinn	1995
Don Fisher	1996
Mike McKinney	1996
Kathy Bledsoe	1997
Peggie Recker	1997
Sandi Bloxham	1998
Chuck Cosman	1998
Marilyn Elliott	1999

The **OUTSTANDING SERVICE AWARD** is presented only by PTA Councils, Regions or the State PTA to an individual who may have already been honored by a local PTA unit and who is continuing to give service to children. An Outstanding Service Award recipient is someone who works for children beyond the specific school community and the bonds of job or PTA. This person is concerned with ALL children and is willing to work to help them achieve their potential.

Ann Fisher	1994
Rita Creighton	1995
Linda McDonnell	1996
Sue Bailey	1997
Kathi Skarbo	1997
Kathy Bledsoe	1998
Jerre McQuinn	1999
Camille Churchill	2000
Max Braun	2001
Shirley Probasco	2002
Dave Cotlove	2003
Anne Tiernan	2004
Sari Wilkerson	2005
John Paulus	2006
Mary Beth Clore	2007
Kay Duncanson	2007
Phyllis Byers, Matt Pina, Tom Slattery	2008

HIGHLINE COUNCIL PTSA AWARDS *continued*

The **COMMUNITY SERVICE AWARD** is presented to a person or organization or business who has supported children and PTA activities in the Highline School District and who has supported council programs or activities.

Jessica Godbey	2003
Starbucks, Burien	2003
Shorewood Grocery	2003
Evergreen High Booster Club	2003
Highline Citizens for Schools	2003
Laura Sweaney	2004
Rita Sjolín	2004
Dave DeBois	2004
Owen Sallie	2004
Carol Bobanick	2005
Highline Citizens for Schools	2006
EB Foote Winery	2006
Leslie Thompson - Dream Dinners	2006
Barbara Peters	2006
Binyon Vision Center	2007
Burien Eyecare Center	2007
Eyecraft PLLC	2007
Hi-Line Bowl	2007
Highline Times	2007
Print Place	2007
The Yarn Stash	2007
Fred Meyer Redondo	2008
Ed Kion (Seahurst)	2008
Ray Prentice	2008
Round Table Pizza	2008

The **HONORARY NATIONAL LIFE MEMBERSHIP** is PTA's highest honor to worthy persons in our schools, community and state. This is usually someone who has given outstanding service to children - someone who has promoted children's well-being by serving as an advocate for children in such areas as education, health, safety or legislation. This person could be a PTA leader, past or present, a school superintendent or principal; an outstanding teacher, a senior citizen who serves as a volunteer in the school; a school board member, a police officer who works on drug education or other youth program; a juvenile protection work, a legislator who has worked for laws benefiting children or a newspaper editor who champions public education. The honoree need not be a member of a parent-teacher group nor be well known beyond his or her own area of service.

Carol Mohler	1995
Ann Fisher	1996
Linda McDonnell	1997
Shirley Hartley	1998
Sue Bailey	1999
Larry Reynolds	2000

HIGHLINE COUNCIL PTSA AWARDS *continued*

The **ADVOCACY FOR YOUTH AWARD** is a special award presented to a person who has advocated for children and youth for many years in an extraordinary way.

Clothing Depot

Volunteers	1996
Julia Patterson	1997
Diane & Steve Brissendon	1998
Judi Backman	1999
Linda McDonnell	1999
Jim Rees	2000
Alice McGregor	2000
Rita Creighton	2001

The **PRESIDENT'S AWARD** is presented by the President of Highline Council PTSA to a Board member who contributes service above and beyond that which is required by their position. They offer assistance and support to other board members.

Rita Creighton	1994
Kathi Skarbo	1995
Linda McDonnell	1996
Jerre McQuinn	1996
Barb Anderson	1997
Marilyn Elliott	1998
Jerre McQuinn	1999
Tracey Common	2000
Chris Partman	2000
Mary-Beth Clore	2001
Janne Mak	2002
Meg Van Wyk	2003
Kem Stokes	2004
Meg Van Wyk	2005
Pam Romine	2005
Janel Gibb	2006
Christine McGarr	2007
Tracy Yorker	2008

The **OUTSTANDING EDUCATOR** award is presented to an individual who has demonstrated outstanding educational contributions. A contribution made by the PTA, Council or Washington State PTA in the name of the Outstanding Educator Award recipient, helps the Washington State PTA award additional scholarships to post-secondary students.

Linda McDonnell	2001
Lou Ann Moor	2001
Diane Germain	2002
Mary Anne Yamaguchi	2003

HIGHLINE COUNCIL PTSA AWARDS *continued*

The **RIISING STAR** award is given to a newcomer to Highline Council PTSA who has shown exceptional enthusiasm, dedication and involvement in council activities.

Meg Van Wyk	1998
Debbie Ruskamp	1998
Chris Partman	1999
Melissa Musser	2004

The **EMPLOYEE RECOGNITION AWARD** is given to a school employee from each service area and at ERAC or serving several school sites. It recognizes the extra time and energy, above and beyond job requirements, given to children and to the PTA community.

2002

Beverly Park - Marilyn Clingan, Richard Dunn, Heidi Jacobson-Beal
Salmon Creek - Nancy Gilbert, Dick Finnie, Bill Kuhn
Seahurst - Mr. McHugh, Mr. Smith
Shorewood - Melanie Mitsui, Margaret Paynton, Barbara Edwards
Southern Heights - Sam Jamison, Jennifer Peterson, Peggy Hanes
Cascade - Bobbie Daligcon, Jon McDonald, Carol Thomas, Lauren Wilson
Chinook - Lynda Johannsen, Todd Moorhead, Sheri Sutliff
Pacific - Dana Ketcham
Evergreen - Barbara Dierst, Daylene Boehm, Burt Pride
Mt Rainier - Tim Hamilton, Karl Nord, Cherie Smith
ERAC Employees - Anne Benedict, Harold McWayne, Dottie Rosenthauer

2003

Gregory Heights - Joan Johnston, Mike Janecke, Mike Quartarolo
Hilltop - Ron Edmisten, Lisa Simanson
Marvista - Sue Nardone, Minon Triplett, Joy Neubauer
Mt View - Melinda Baldwin, Jeff Cravens, Deb Hodgkin
Seahurst - Carmen Gonzalez, Mary O'Brian, Gina Patterson
Shorewood - Barbara Edward, Deborah Holcomb, Sandy Hunt, Paul Mullen
Southern Heights - Joanna Blakely, Melanie Manes
Sunnydale - Cheryl Schindel, Mary Soderlind
Cascade - Kent Horton, Gloria Prince, Elaine Sauro
Sylvester - Mary Fernley, Claire Waistell, Cheri Hacker, Donna Garthe
Evergreen - Barb Rodgers, Mike Sita, Barb Wilson
Highline - Pat Dunn, Ardele Foley
Mt. Rainier - Frank Ramierez, Pat Thompson
Tyee - Colleen Brandt-Schluter, Gene Mineo, Max Silverman

2004

ERAC - Ron Peltola, Barbara Blackshear Haley
Beverly Park - Rita Griffin, Marilyn Greening
Gregory Heights - Melissa Johnson, Nancy Goldberg
Hilltop - Tammy Goodrich, Carrie Calonzo
McMicken - Linda Drahn, Andrea Garcia
Olympic/North Hill - Laura Butler, Debbie Bragg, Maureen Miller, Don Ford
Seahurst - Mimi Krsak, Jan Kniestedt
Shorewood - Jeff Bradshaw, Erin Spencer
Southern Heights - Beth Madsen, Peggy Hanes
Sunnydale - Cheryl Schindel, Duane Meyer
Valley View - Carlyn Roedell, Teresa Bond
Cascade - Pat Larson, Bobbie Daligcon
Sylvester - Judy Tice, Mary Raney
Evergreen - Richard Day, Daniel Dorsey
Mt. Rainier - Karl Steffen, Judy Earle
Tyee - Joan Ferrigno, Joan Bishop

HIGHLINE COUNCIL PTSA AWARDS *continued*

2005

Beverly Park – Margy Dewy, Richard Dunn
Gregory Heights – Nancy Sparks, Cheryl Smith
Hilltop – Carrie Calonzo, Danielle Eller
Madrona – Becky Carter, Hilary Lester
Marvista – Joyce Feil, Lorrie Matthews, Susan Manley
North Hill/Olympic – Colleen Thomas, Geri Goss
Parkside – Rebecca Fogal, Mark Shiffett
Shorewood – Janyce Lauhon-Horton, Jane Ellen Floodeen
Southern Heights – San Jamison, Jessie Stalder
Sunnydale – Shawna Moore, Gracie Stephens
Cascade – Judy Cullen, Sara Fitzpatrick
Sylvester – Rachel Sita, Kirk Lerwick
Aviation – Rob Drake
Evergreen – Tyrone Curry, Kathleen Guerra
Highline – Tim Crawley, Carolyn Kenny
Mt. Rainier – Jeanie Angersback, Pam Minkler
Tyee – Jim Dyer, Sandy DeSisto
ERAC – Judy Balko, Barbara Blackshear-Haley,
Catherine Carbone-Rogers, Jan May, May Mettler

2006

Beverly Park – Jeanette Carter, Dixie Graham
Gregory Heights – Janet Escoto, Kathy Wessel
Hazel Valley – Anna Benitiz, Linnea Knutson
North Hill – Donna Cunningham, Mary Hanson
Parkside – Robin Lamoureaux, Cami Malmanger
Shorewood – Jan Pickles, Amy Spencer, Laura Davia
Seahurst – Olympia Diaz
Pacific – Joe Cail, Kathi Dewey
Sylvester – Phil Robinson
Highline – Jacqui Chalmers, Karen Slater
Mt. Rainier – Alison Kestle, Jolly Meloatu

2007

Beverly Park - Carol Balousek, Natalie Flynn
Bow Lake – Vickie Burns, Fred Ritsema
Cedarhurst – Janis Dingwall, Young Le
Des Moines – Mysty Beal, Kathleen Bolomey
Gregory Heights – Brenda Martin
Hazel Valley – Rose Ann Walker
Marvista – Sue Bailey, Vicky Hagen
Parkside – Angel Vargas
Seahurst – Chris Larsen, Rosemary Paresa
Shorewood – Jan Pickles
Southern Heights – Beth Madsen
Pacific – Leo Castaneda, LaLisa Jones
Aviation – Scott McComb, Robert Steele
Highline – Kathy Hazen, Tammy Moorehead
Mt. Rainier – Bill Bird, Dan Colgan
ERAC – Debbie Bosh, Aimee Denver

HIGHLINE COUNCIL PTSA AWARDS *continued*

2008

Beverly Park – Nancy Dong, Ellen Rowe
Southern Heights – Carissa Bedell, Cathering Foss
Cedarhurst – Harmony Keane, Jake Olsen
Gregory Heights – Kim Morris
Hazel Valley – Roxanne Halverson, Jo Keller
Seahurst – Chris Larson, Michael McHugh
Highline – Mike Brown, Paul Smith
Marvista – Michelle Baer, Keith Matthews
North Hill – Mary Hensen
Parkside – Helen Jacobson, JoAnne Williams
MRHS – Tina Bernstein, Omar Crowder
ERAC – Dr. Carla Jackson

Recommended PTA/PTSA Meeting Dates

2nd Tuesday	Senior High School PTSAs
3rd Tuesday	Elementary School PTSAs
4th Tuesday	Middle School PTSAs