

Key Elementary PTA
Executive Committee Meeting
September 9, 2008
Minutes

Attendees: David Landeryou, Paige Chabora, Christy Ross, Julie Scott, Jen Felten, Susan Kaminskas, Christina Parsons, Laura Goodyear Shramm, Ms. Yeck, Ms. Foster, Ms. Fleishman

I. Welcome (Christy Ross)

Christy opened the meeting and made introductions of meeting attendees, as well as, their respective titles. She also mentioned that the PTA has 31 committees this year with 61 co-chairs.

II. Principal Report (David Landeryou)

Mr. Landeryou expressed how smoothly the opening of the school year went. This was a direct result of everyone working together.

Welcomed Susan Fleishman-new teacher for 1st grade, Ms. Foster, and Ms. Yeck who will now be the new full time reading resource teacher.

Discussed the Professional Development Program that will be beginning soon. The program will be a workshop in guided reading. There will be a full day program for every teacher on guided reading. Follow up visits will occur, after this introduction, by consultants that specialize in this area. The funds for this were made available thru the 2008 Spring Auction. The remaining funds raised at the auction for Professional Development (\$9425.00) will be used for additional team training at \$400 per teacher (see attached). The total for this will be \$10,000.00. The remaining \$575.00 will come from Mr. Landeryou's budget and he will approve the programs the teachers choose.

Jen Felten asked about the chances of using this money to put towards getting all new teachers up to speed on the handwriting without tears program. Mr. Landeryou suggested that the newer teachers could spend time with established teachers to get up to speed on this program.

There was a motion to approve the professional development fund for Guided Reading. The motion was seconded and passed.

III. Teacher's Reports (Ms. Yeck, Ms. Fleishman, and Ms. Foster)

All of the teachers were pleased with how the year started off. Ms. Fleishman who is new to Key School expressed how impressed she is with Key School and the community. She is thrilled to be part of the team at Key.

Ms. Yeck expressed one concern. As she is the new, full-time reading resource teacher, she is concerned about the lack of early childhood books she has available. She feels she will need to purchase more books for the K and 1st grade. She did not get new supplies for this full time position and needs some items to make it more effective. Julie Scott asked that she bring a dollar amount to The Executive Committee. At that time we will review if/where we can come up with the funds.

IV. Treasurer's Report (Julie Scott)

Julie reviewed the budget to date for 7/1/2008 – 8/09. There were only a few items that needed discussing.

Income:

Contrib-Designated of \$2300.00 vs. a budget of \$0 was money we rec'd for the Hearing Impaired Program.

Dues and Contributions YTD are \$32,360 vs. a budgeted \$40,000. We are still getting money in for this so Julie is not too concerned. This will help cover our bulk supply order.

Prior Year Spending is related to the cost of completing the Hillside project. The money was raised at the 2007 auction but it took some time to complete the project. It is showing a negative balance of \$4180 vs. a positive budget of \$48,000.

Expenses:

Disc. Funds – paid out \$215.28 for a past due invoice from the previous school year.

New Classroom(s) and Setup – paid out \$2184.70 vs. a budget of \$2500 to set up the new fifth grade classroom and the Reading room.

Reviewed what the teachers have spent year to date for out of their own budgeted funds.

V. Committee Reports

Foreign Language (Caroline Wolverton) - She will be working with Sharon Bruner to coordinate the program for 2008-2009. The goal is to provide classes for Spanish (2) and Chinese (2). The classes would meet in the morning or afternoon two days a week. There would be a total of 20 classes or 10 weeks a session. The cost would be \$210.00. At this time she is still waiting on teachers assignments and dates.

Green Report – Bulk supply order a success. 100% of dues payers so far have also paid for their supplies. Parents are grateful for this program. Some suggestions were to have more volunteers available the day of delivery and to have the supplies arrive earlier. The

suggestion was also made to use the gym as a staging area. This year (1st year) the supplies came right before the school year and were simply left in the hallways. It was a little difficult for the teachers to find their supplies and get them to their classrooms.

Harvest Fest – Nothing to report. Lisa Sterling and Virginia Gorsevski are chairing it and all seems to be going well.

VI. KEHP Report (Christina Parsons)

92 children enrolled
60 children attend everyday
35 attend in the morning
10 families would like more care

One recurring problem is that they have an old, broken computer. Money has been set aside for this and Nick Keenan will be asked to help us in purchasing a new one.

VII. Old Business

Hillside Update – Project has been completed. Planting still needs to be done. The additional costs will hit the budget in Oct. or Nov.

Professional Development Fund - \$9425 remaining. Discussed earlier in the minutes.

VIII. New Business

Officers/Chairs 08/09 – All committees have been filled with the exception of the Auction. There are two potential chairs that Christy and Susan will be meeting with soon.

Head lice – This is an epidemic in the area. It was discussed that we address this at the general PTA meeting and that we also send home a flyer regarding lice to every parent.

Database program - This is a database that can be used to enroll students in classes such as the Winter Enrichment Program and the Foreign Language Program. There is a cost involved to set it up and a \$3 fee per registration. This, of course, could be passed on to those signing up for the classes. It can be used in other applications as well. The information is attached to the minutes.

IX. Adjournment

Without further business, the meeting was adjourned.

