

Key School PTA  
Executive Committee Meeting Minutes  
February 10, 2009

- I. Attendees: Christy Ross, Paige Chabora, David Landeryou, Julie Scott, Jenn Felten, Amanda Esar, Ashley Mahurin, Tiffany

II. Principal's Report:

Review of LSRT sponsored event. Looking forward to open house tomorrow. Pre-K enrollment started, at the point where there will be a lottery. Online registration process is smoother, especially for lottery. Need to offer online assistance to families that don't have internet access in order to register. Discussion around budgeting item for guided reading program.

III. Teacher's report:

Discussion around book room proposal. Updated books that are more appropriate and organized. Discussion on grant (Palisades Community Fund) that is coming to the PTA and see what % we can use toward this. Books can also come out of the book fair through parent's contributions. Give parents the opportunity to contribute this during book fair.

IV. Treasurer's report:

Discussion on several budgeted items that haven't been paid out (i.e. field maintenance, six school dues, friends of Fillmore, DCPTA dues). Also, looking at income budget, we are 'on target' to meet budget for all items, despite not collecting on several items (i.e. auction). Another discussion on science fair chairs not understanding their budget; need to revisit this with them directly.

Discussion around what to do with parents that haven't sent in their PTA dues. Decision is to reach out to the group one last time. Also, it was decided that the bulk purchase was the best way to go about gathering supplies, although we will put it to a vote at the next general PTA meeting.

V. Committee Reports:

KEHP report: binder was put together in the event that the instructor can't make it to work. 'Drop off' issue has subsided.

Auction: Email to parents for a last ditch effort to get parents involved. Also trying to get people who donated last year to donate again. Current deadline is this Friday (13<sup>th</sup>) for donation items to get in for descriptions to be in the catalog. Jackie's deadline is the 25<sup>th</sup>. Low 'spend' for decorations. Discussion how to identify families that can't afford to go and offer a reduced ticket price (or free for volunteers).

LSRT: Forward looking budget process underway. Plan is underway and will be published in next Keynotes issue. Life after key event and next steps underway to continue the discussion at another event with Chancellor Rhee regarding Hardy.

Fund an Item: Discussed 'wish list'; professional development writing program, professional development endowment, security, capital improvements particularly on the playground & entrance to school.

Discussion around using surplus to potentially makeup any shortfall for the fund and item. Decision to move forward with 'guided writing' program. Different programs are being 'shopped' but will narrow it down and get pricing.

Discussion around communicating what teachers are doing with their professional development through guided reading training. What were the funds used for? How has it improved the curriculum?

Snack policy: idea to standardize/guidelines for snacks. List specific brand names on the suggestions. Kim Snedden is pursuing this on Friday. Options for bulk items (Costco) and being sensitive to lower priced items for families that can't afford most items. Guidelines could be used in KEHP and ASEP as well. Nurse should be brought into mix to ensure that all kids with dietary restrictions are having their needs addressed.

VI. Old Business:

VII. New Business:

Meeting adjourned.