

Wilchester PTA Minutes
September 9, 2008
Start time: 12:05 Adjourned: 1:10

- I. Call to order/President's remarks – Gigi White opened meeting. She thanked hospitality for food and Julie Siciliano for work on the September newsletter. She reminded the group that 3 Part forms were due today. Also, announced that Curriculum Nights will be: Tuesday, September 23rd and Thursday, September 25th. A flyer regarding times on those nights will be in Tuesday folders today. She introduced the Executive Board:

1st VP Programs – Carrie Harper
2nd VP Budget – Beth Roberts
3rd VP Ways and Means – Sharon Muschalik
Treasurer – Kristina Seiler
Parliamentarian – Mary Ranger
Correspondence – Jennifer Hunter
Secretary – Kristina Early

II. Executive Board Reports

Budget – Beth Roberts – See detailed reports attached. Beth explained the process of how the budget is approved from the long range planning to final approval by the budget committee. She thanked committee members who helped in the approval process. She went over changes in the budget from last year to this year. Major points discussed were: no fall gift wrap fundraiser in hopes that all efforts will go toward auction, increase in curriculum support funds, decrease in library, science fair, McGruff and Paw print express budgets. Last year we had a decrease in overall underwriting, possibly due to the slowing economy, so that has changed the budget. This year the budget committee is asking for as many expenses as possible be wrapped up by November 1, 2008. The plan will be to reallocate the dollars not spent so that we do not have a surplus at the end of the year as we did in 2007/2008. Beth Roberts then asked for a motion to approve the budget. Holly Mosby made the motion and Kathy Goss seconded the motion.

Ways and Means – Sharon Muschalik- see attached information. Sharon addressed the decrease in underwriting and said that this year we would be challenging the families of the school all to participate. Also she asked if anyone had information on cooperate contacts, to please let her know so that we can send letters to possible donors. She proposed the fundraisers we would be doing (see attached sheet) and ask for a motion to approve fundraisers. Randa Jackson made the motion and Kathy Goss seconded it.

She gave information on Westside Tennis Club, Kroger, Target and Randall's fundraising opportunities and asked that we give info to neighbors and family members to increase participation.

III. Principal Remarks – Carol Emerson welcomed everyone. She discussed the issue of adding new classes to the Kindergarten and First Grade. She has formed a committee to help with the transition as they add the new classes. The First grade position is filled and that class will begin to move on Monday, September 15th. The First grade class will be near Ms. Lowe's office. They have not found a Kindergarten teacher yet but will be adding subs in the classes next week to help with the teacher student ration. She appreciates the patience of parents. At this time each class is five students over the limit. The question was asked if any other classes are over and she said not at this time. She intends to keep new classes slightly smaller with 15 students due to the size of classroom and have other classes around 18. The school as at capacity with close to 600 students at this time. She mentioned the fact that the facility will be rebuilt in the next seven years.

IV. Budget Report/Audit update – Kristina Seiler – discussed the audit done this summer and gave copies to group (see attached). She thanked her committee for helping do the audit. She asked for a motion to approve the audit. Diane Rominger made the motion and Beth Roberts seconded that motion. Then she asked for another motion to approve our tax free fundraisers, Auction and School supplies. Randa Jackson made the motion and Patti Klasing seconded the motion. Then Kristina reviewed check request and deposit guidelines. She mentioned forms are in her PTA office and on website. She again stressed that committees spend funds by November 1st.

V. Committee Reports –

- a. Membership - Randa Jackson reminded everyone to get their membership forms in right away. All persons holding positions must be PTA members.
- b. Fall Family Fun night – Melanie Sides announced the date of September 26 from 6-8. The theme is Beach Blanket Bingo. Look for food reservation forms in the Tuesday folders.
- c. Book Fair – Lisa Verbeke gave the date of September 23-26 for Book Fair. The theme is Safari. The Character breakfast will be Wednesday, September 24 at 7:15. More information will come in Tuesday folders.
- d. School Directory – LaSondra Frenza stated that directories should be out by October 22nd. The Hasting family has generously offered to print the directory this year. Thank you to them.

VI. Auction - Beth Kopatic asked that auction donation forms be in by September 26. She said the Photo opportunity for the catalog is due on that date as well. They still need help with class spirit projects, and groups like Brownies/Gap sponsored donations. Auction is November 1st at the Westchase Marriott. Cheryl Brady mentioned the hotel room rate for those who want to stay as \$89 and a breakfast on the Sunday morning following the event.

Kathy Goss encouraged everyone to put together parties for auction. Both Kid parties and Adult parties are needed especially ones that appeal to the dads.

VII. Miscellaneous

- a. Hospitality – please sign up to help with food at future meetings.
- b. Website – Debbie Dodds encouraged everyone to take advantage of the forms being available on the website.