

Albert Einstein Elementary
PTSA Board Meeting Minutes
November 12, 2009

Attendance: (sign-in sheet attached to Secretary's copy of minutes)

Meeting called to order by Michelle Sullivan at 9:18 am.

Minutes from the October 8, 2009 Board Meeting were approved as written.

Principal's Report:

- Earned over \$1000 at McTeachers' Night. General interest in doing it again next year.
- Report cards will be coming home 11/18. Hoping for 100% attendance at parent/teacher conferences.
- District has approved investigating models of incorporating Spanish into the curriculum so Jack has begun looking into them.

Teacher's Report:

- Some interest among teachers about Spelling Bee. Perhaps incorporate it into one or two classrooms for "pilot program" or could be a PTSA volunteer-run lunchtime activity. Kari & Amy will look into this.

Treasurer's Report:

- (See attached 7/1/09 – 11/11/09 Report)
Discussion of the PTSA's holding of funds for school programs/entities.

MOTION #1: Melanie motioned to discontinue the PTSA practice of holding monies for school entities/programs beyond the PTSA's fiscal year. Kari seconded. All in favor.

- Candida will come to the next meeting & address ideas for carryover of Success Fund.

MOTION #2: Kari motioned to increase budget line item for classroom chess to \$2275 to accommodate Ms. Hemingway's being billed with 2nd year curriculum and to increase line item for Teacher Grants to cover the costs of new teachers (See attached "Cost per Teacher items" chart). Melanie seconded. All in favor.

Old Business:

Outreach Chair:

- Working on list of rules/responsibilities for this position.
- Michelle asked that we think about potential candidates (ideally 2 to work as team)
- International Night
 - Committee in place (Candida Crane & Mary Locke are staff point people)

- Will be more academic with a week-long lead-in including classroom activities with each class representing a country (represented at our school)

MyEinstein Forum: Michelle will ask group if there is interest in pursuing clubs of interest &/or capital improvement projects.

New Business:

Nominating Committee:

- 3 current board members will form committee to recommend a slate of officers for 2010-2011 board to be voted upon at April's General Membership Meeting.
- PTSA Council offering Nomination Committee training on 11/30 at LWSD Resource Center from 7:00 to 9:00 pm.

Volunteer Recognition: Deva & Rana want to recognize individual volunteers with special thank yous on a monthly basis.

MOTION #3: Deva motioned to add \$200 line item for Volunteer Appreciation on PTSA budget. Penny seconded. All in favor.

Council Update:

- **PTSA & the Law:** Michelle, Kari & Margie have "PTSA & the Law" booklets; information is also posted online.
- **Scholarship baskets** are on display at LWSD Resource Center. Last day for bidding is December 3rd.
- **Bond & Levy issues: February 9th election**
 - 2 bonds/1 levy are expiring so we need to renew existing initiatives since 19% of operating budget comes from these accounts.
 - Each LWSD school being asked for 15 volunteers to call people who have supported initiatives in the past (Nov 30th-Dec 4th).

Reflections: Gallery walk on Friday, November 13th from 7:00 to 8:00 pm. 35 entries displayed.

Meeting Format: Other PTSA's submit written committee reports to focus discussions & save time at meetings. Combination of written & spoken more favorable for our board.

Committee Reports:

Membership: Rec'd "Bronze level" recognition for more than 50% PTSA membership.

Family Events: Skate King next week; working on Bingo Night.

Activities: Praise for Sumi's email communication with parents and teachers.

Communications:

- Kitty developing written proposal for weekly Otter Mail to be distributed over email beginning in January. Simpler format with hard copies available for those with no email access.

Fundraising:

- Sally Foster generated \$7587 (\$1000 more than last year). Need volunteers to distribute paper next Wednesday (11/18).
- Pass the Hat: \$18,945 committed to us through matching funds. Penny will be sending out tax receipts with reminder for those who haven't done matching yet.
- Box Tops: \$748 from Kaylee Deegan in volunteer time; \$235 in box tops

Volunteers:

- In need of volunteers for Book Fair in December.
- Melanie will run Classic Books. Program will begin in January. Goal of one session per classroom. Deva & Melanie will meet next week & send out information to volunteers.

Meeting adjourned by Michelle at 11:34 am.

The above notes were submitted by Margie Segress, Secretary.