

GENERAL BOARD MEETING MINUTES - Final
February 9th, 2016, 9:15-10:45am - School Cafeteria

- I. Welcome, President, Rebecca Lieber
 - Meeting called to order at 9:21 am-19 PTA Members in attendance- 17 parents, 2 faculty members
 - Motion was made to approve the January 2016 General Board Meeting Minutes, motion was seconded and approved unanimously.

- II. Parliamentarian, Emily Spectre (See attached Exhibit 1)
 - Emily read aloud the amendment to the by-laws, adding the Community Building VP and Community Building Assistant positions. **VOTE:** Motion was made to approve the proposed changes, adding the positions to the bylaws. Motion was seconded and approved unanimously.

- III. Heather Metz-Nominating Committee Chair
 - Filled positions for 2016/2017 include: Communications Assistant, Enrichment Assistant, Community Building Assistant, Room Parent Assistant. Positions that need to be filled include: President Elect, Treasurer Elect, Fundraising Assistant, Secretary Assistant.

- IV. Faculty Report, Julie Garry (See Attached Exhibit 2)
 - Box Tops-Proud to report that McKenzie has exceeded last years numbers in collecting box tops. Keep them coming!

- V. Principal Report, Dr. Denise Welter
 - State of the School Address (Visit the McKenzie PTA for the presentation)
 - Enrollment-A question was asked what was expected for next year's Kindergarten class. Dr. Welter answered that there are as many registrants today (72) as there were last summer. This is a result of the early Kindergarten registration that occurred last month.
 - Curriculum- A question was asked how the new Writing and Reading curriculum would differ from what they are doing now. It was answered the students will work more in a workshop format, where they continue to come back to a piece of writing over a longer period of time. Some teachers are already incorporating these techniques.
 - Instruction
 - Children are getting noticeably more interested in non-fiction books. Ms. Faulkner has a poster outside of her classroom for students to display their "shocking" facts that they are learning from their nonfiction texts.
 - Some students are using an app called "Seesaw" where they record their thought process on a problem.
 - Coping with Stress & Anxiety-Kimberly Krumholz, a certified yoga instructor, shares best practices with the other teachers on how to manage stress and anxiety and being mindful in the classroom.
 - A PTA member commented on how grateful they are for their children to attend McKenzie. The parent feels that all of the Habits of Mind that they

mastered in the Second Step curriculum, continues to benefit them as good citizens beyond elementary school.

VI. Executive Board Member Reports and Updates

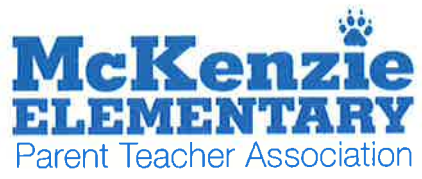
- President, Rebecca Lieber
 - The March General Board Meeting will be cancelled. All important announcements will be posted on the website.
 - Read aloud a thank you note from Julie Anderson.
- Treasurer, Sarah Fox
 - January Financial Report (See attached Exhibit 3)
 - Significant receipts include: Box Tops, Variety Show 4th grade ads and Ad Book
 - Significant disbursements include iGNITE fieldtrips
 - Budget Planning-Elizabeth Jensen will be reaching out to the committee chairs. The process will be the same as last year and will have the budget for 2016-2017 approved by our final meeting in May, prior to fiscal year end.
- Communications VP, Kim Peters
 - Cheetah Chat-should be out within the next week
- Fundraising, Kristen Bowie
 - Variety Show-still looking for back stage help
 - Parent Party-planning is underway with the focus being on fundraising for the Learning Commons. All money raised will be used for items we can use immediately. Forecasted date for the party is mid-May.
 - Movie Night-February 26th-A Bugs Life
- Room Parents VP, Amanda Doblin
 - Bucket of Love raffle begins next week; the staff lounge was decorated in a Valentine theme
- Community Building, Amy Gelwix
 - Open Gym Night-Tomorrow Night-Wednesday, February, 10th
 - 4th Grade Farewell-Still need a volunteer for the video montage

VII. Committee Chair Reports

- FAN-Chris Ferdinand
 - Feb. 17th-Evanston High School-Trung Le-Architect of Learning Commons for District 39-End of Education, Future of Learning, Panel on how learning spaces impact us.
 - Feb. 23rd- North Shore Country Day School-Teen Education on bad behaviors. Will provide strategies on how to communicate with teenagers.
 - Feb. 26th-Evanston High School-Cory Booker-Young Senator of New Jersey
 - Feb. 29th-New Trier Northfield-Scott Berry Kauffman, Previously labeled as a child with learning disabilities and has gone on to get his PhD. He will discuss how labels should not influence us.

VIII. Next Steps/Other

- General Board Meeting, April 12, 2015, Cafeteria (Highcrest transition presentation)



IX. Meeting adjourned at 10:20am

Amendments to McKenzie Bylaws 2015-17

Article VI Officers and Their Election

Section 2

a. The executive officers of this organization shall be the President, President-Elect, Treasurer, Treasurer-Elect, Secretary, Vice President-Enrichment, Vice President-Room Parents, Vice President-Fundraising and Vice President-Communications.

Proposed Amendment:

a. The executive officers of this organization shall be the President, President-Elect, Treasurer, Treasurer-Elect, Secretary, Vice President-Enrichment, Vice President-Room Parents, Vice President -Fundraising, Vice President-Communications and Vice President-Community Building.

Article VI Officers and Their Election

Section 2

d. The Secretary, Vice President-Enrichment, Vice President-Room Parents, Vice President-Fundraising and Vice President-Communications shall each serve a one (1) year term and shall have assistants who succeed them at the end of their one (1) year term. The assistants shall be responsible for such duties as the general or executive board may assign to them, including attending general PTA board meetings and executive board meetings as necessary.

Proposed Amendment:

d. The Secretary, Vice President-Enrichment, Vice President-Room Parents, Vice President-Fundraising, Vice President-Communications and Vice President-Community Building shall each serve a one (1) year term and shall have assistants who succeed them at the end of their one (1) year term. The assistants shall be responsible for such duties as the general or executive board may assign to them, including attending general PTA board meetings and executive board meetings as necessary.

Article IX Executive Board

Section 2

The executive board shall consist of the President, President-Elect, Treasurer, Treasurer-Elect, Secretary, the Vice President-Enrichment, Vice President-Room Parents, Vice President-Fundraising, and Vice President-Communications.

Proposed Amendment

The executive board shall consist of the President, President-Elect, Treasurer, Treasurer-Elect, Secretary, the Vice President-Enrichment, Vice President-Room Parents, Vice President-Fundraising, Vice President-Communications and Vice President-Community Building.

Exhibit 2

Technology:

1st: Proper nouns, making capital letters with shift key....Aging Booth app for the 100th day...robots next week.

2nd Grade: making wampum belts, calculate how much the noodles are worth on Excel

3rd Grade: Using Google Classroom to type a paragraph about their explorer and create a QR code for their typing, also made an avatar of their explorer

4th Grade: Working on creating iMovie Trailers of a reading rally book they've read.

Art:

First Grader- Have been working on using simple shapes to create complex forms. They just finished wire sculptures in the style of Alexander Calder, and learning about geometric and organic shapes.

Second Grade- Second Graders are learning about art from around the world and how WHERE artwork is created effects HOW the art will look. Students are creating learning about Molas from Panama.

Third Grade- Third graders have been learning about using value to create depth in their artwork. They are revisiting this concept in their second Op Art project of the year.

Fourth Grade- Fourth graders just completed their 3-dimensional paper sculptures and are now creating name designs using Zentangles patterns.

Music:

1st grade - iPad music app days, preparing for program, assigning songs and jobs to each class

2nd grade - iPad music app days, pitch concepts on 2 line staff

3rd grade - iPad music app days, expanding recorder range

4th grade - iPad music all days, preparing for program, underground railroad songs

K - iPad music app days, introduction to the xylophones

Library:

4th graders will be taking notes as they view a videoclip from the Henry Ford Museum about the creation of the assembly line. This ties in with their Social Studies unit on innovation.

3rd graders are working on writing good leads for a book review from a character's perspective.

2nd graders have been researching the Inuit as they learn about life then and now.

1st graders are listening to Monarch Award nominees and discussing what makes a book an award winning book.

Kindergarteners are learning about the parts of a book - front cover, spine, author, title as well as discussing what makes a book an award winning book.

PE

I'm sure the PTA is already aware and people are on board, but if you spread the word that the McKenzie FUN RUN is scheduled for FRIDAY May 13th this year. Would be great to have as many people as possible there this day. Thanks so much!

Special Olympics Track will be starting Tuesday, Feb. 23. It is the 2nd year they will be working towards District competition. If an athlete wins a Gold Medal they will earn the right to go to State in June.

Last June the Special Olympic Team participated in the Unified Relay Across America.(Torch Run) It turned out to be a beautiful day. What a great turnout of participants and spectators. To get to that special day we had to do some major Fundraising. Thanks to all the parents hard work we collected well over \$10,000. In doing so Wilmette Stars received a certain percentage of the donations.

I am happy to let you all know that after all the hard work we received \$3043.13 from the Illinois Special Olympics.

This will help pay for equipment, basketball and track uniforms for the teams.

Kindergarten:

In kindergarten we are looking forward to celebrating Valentine's Day and the 100th Day of School! The upcoming weeks will be filled with many literacy and math activities related to the two fun events.

We also have Mad Science coming on the 25th to teach the students about magnets as part of our unit on Properties. Thanks again to Ignite for providing this fabulous opportunity!

We look forward to seeing families at open house.

First Grade:

First graders have been learning all about different states of matter and discovering what happens when different types of matter are mixed together through hands-on experiments and activities!

We have been reading non-fiction books and are in various stages of researching and writing about animals.

We are excited to celebrate Valentine's Day, President's Day, and the 100th Day of school - what an eventful month!

Second Grade:

Reading Unit:Nonfiction, "Becoming Experts"

Chapter Book Read alouds: Who Was Harriet Tubman?

Math:the second grade team has introduced a key math tool that will be used in third and fourth grades, model drawing. They are moving on to an introduction of multiplication and division using repeated addition and repeated subtraction.

Writing:opinion writing

Social Studies: The Arctic, students just conducted a library research project, students demonstrated what they learned in different ways including Wordles with the information they collected and presentations about the Arctic: Then and Now after reading books

Other general announcements:

-open house coming soon

-this spring-April science units(light, sound)

-IGNITE is funding Julie Zielke and Mad Science

-tall tales play coming to MCK

Third Grade:

In Math students are working on division. They are learning things including how it relates to multiplication, associated vocabulary, the division algorithm, and how to understand remainders. The Social Studies Unit on Exploration is finishing up. In the final lesson, students have to explain whether or not an explorer's exploration was successful. A study of Astronomy will begin shortly. Included in this unit will be a visit by Astrophysicist Dr. Scott Friedman. Dr. Friedman works on the James Webb Telescope. In the past years, the whole grade has skyped with him in the auditorium. The team is VERY grateful to Ignite that this year he is flying in for his presentation. In addition to a live presentation in the auditorium, Dr. Friedman will also be visiting each class for a question and answer session. Also related to our Astronomy Unit, the students will attend a Historical Perspectives program on Sally Ride. This assembly is also sponsored by Ignite. In Reading and Writing, classes have been studying topics including biographies, opinion writing, and comparing and contrasting texts.

Fourth Grade:

Math: Topic- decimals. Comparing numbers using tenths and hundredths, carrying over the concepts that they learned in the fraction unit.

Science: The students are starting the electricity unit. The first basic skill that they are learning about is how to light a bulb using a battery, a bulb and a wire.

Social Studies- "People's lives were impacted by the invention of the automobile." Students demonstrated their understanding of this concept by explaining the consequences that were a result in both intended and unintended ways.

Other- The "Cardboard Challenge" ...After making a plan at school, the fourth graders are creating unique boxes at home that will be their containers for their valentines for Friday's celebration. They will write an explanation about how they added simple machines to their "creations" and then will make a presentation to the class.

Thank you to the PTA for sponsoring our field trip to "Feed My Starving Children" in Libertyville through the IGNITE funds.

And....don't forget to send in your BoxTops!

Exhibit 3

Monthly Financial Report
McKenzie PTA, Wilmette, IL
1.1.16 to 1.31.16

McKenzie PTA Account

Beginning Book Balance 1.1.16 \$ **142,875.03**

Receipts

Birthday Books	255.00
Box Tops For Education	558.40
GL Scrip - Charging for Cheetahs	67.50
iGNITE campaign	375.00
Interest	12.18
JR. Great Books	1,530.00
Online Bank Fee Reimbursement	10.00
Membership	50.00
Spiritwear	13.16
Variety Show-4th Grade Ads	1,900.00
Variety Show - Ad Book	2,125.00
Variety Show - Ticket Sales	10.00

TOTAL 6,906.24

Disbursements

Bus Fees	(357.12)
Enrichment Grade Expenses	(375.00)
iGNITE Campaign Materials	(415.00)
JR. Great Books-Refund	(270.00)
Jr. Great Books-Other	(797.47)
Online Bank Fee	(5.00)
Paypal Fees	(130.30)
Sharing	150.00
Staff Appreciation Activities	(30.68)
Staff Reimbursement	(568.93)
TOTAL	<u>(2,799.50)</u>

Ending Book Balance 1.31.16 \$ **146,981.77**

Ending Bank Balance 1.31.16 \$ **156,437.40**

Sarah Fox, Treasurer

Submitted for Audit Committee: 2.2.16