

## **GENERAL BOARD MEETING MINUTES-FINAL**

January 17, 2017

- I. Welcome – President, Christi Harrison
  - Meeting called to order at 9:21am - 16 PTA members, 2 staff members
- II. Approval of November 2016 Meeting Minutes-Minutes were approved
- III. Faculty Report – Kate Zera (see attached Exhibit 1)
- IV. Principal Report - Dr. Denise Welter
  - Early enrollment for Kindergarten will take place on 1/19 and 1/20. If you enroll this Thursday or Friday, your child will be entered into the lottery. Thursday we are open until 6:30 and the website has all the information on what you need to bring.
  - Next week Monday, Tuesday and Wednesday, we will be having the Erin’s Law presentations. Children are taught about “safe touch.” There was a parent presentation through the district last week.
  - We are involved in an assessment. It is a mid-year check in. It is one-on-one where we read one on one with the child. Scantron is used for math.
  - Open House is Thursday, February 23rd.
  - The search for a new McKenzie principal has been narrowed from 15 to 6 candidates. It is a great group of individuals.
  - Learning Commons update (See attached Exhibit 2). Note: slide titled “Phase 1 Purchases” outlines everything purchased from last year’s PTA gift. The Phase 1 purchases are already in use at the school. Design and Finishes boards will be displayed on easels at the Parent Party and in the school lobby.
- V. Parent Party update - Jamie Dennis
  - So far 162 tickets have been sold. Would love to get to 200. Tickets can be purchased ahead of time online and will also be available at the door for the same price.
  - Encouraged people to buy raffle tickets - have some great prizes available. You will either need to be present at the party to choose which prizes to use your tickets for, or you can ask a friend who’s attending to choose for you.
- VI. Executive Board Member Reports and Updates
  - President, Christi Harrison
  - Treasurer, Elizabeth Jensen
    - Reviewed November & December Financial Reports (see attached Exhibit 3)
  - President Elect, Jen Tan
    - Chair recruitment - currently in process of reaching out to current chairs to see if they want to continue next year. Also working with Nominating Committee to get names of people who have expressed possible interest in chairing a committee next year.
  - Secretary, Michele Epps
    - Nominating Committee update - first meeting held Monday, January 9. Rebecca Lieber is Chairperson. Will be posting in the Monitor asking for input from the entire PTA. There will be an online form to submit your own name if you are interested or the names of others you believe may be a good fit.
  - Fundraising VP, Dori Boneck

- Parent Party (see update above from Jamie Dennis)
- Room Parents VP, Louisa Kunzler
  - We will start collecting gift cards next week for Bucket of Love raffle for staff appreciation week
- Community Building VP, Amy Gelwix
  - Last Open Gym Night went well
  - Next Open Gym Nights are 1/25, 2/8 and 2/22

VI. Committee Chair Reports

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VII. New Business/Next Steps/Other

VIII. Adjournment - 10:15am

We're looking forward to seeing everyone at Open House February 23<sup>rd</sup> from 6:30-7:30!

#### Kindergarten

- Had a great mad science on magnets, thank you to Ignite!
- Writing workshop- ending narratives and beginning informational
- Math/science- combining shapes and properties
- SPANISH: learning about how to describe the various weather!

#### 1<sup>st</sup>

- Continuing to collect post cards from the US and world to add to our map
- Implementing new writing program, loved the Chicago Literacy Group in service they had in January- looking forward to February to them coming again!
- Very excited about the weather station and thinking of many ways to use it with the new unit starting
- Reading/Writing- non-fiction
- ART: 1st graders are learning about different types of shapes. Throughout the year they have been working on using simple shapes to create complex forms. Right now we have been working on using geometric and organic shapes. Check out some of our 1st graders portraits on the bulletin board in the front hall.

#### 2<sup>nd</sup>

- Math- multiplication and division
- Reading- navigating non-fiction
- Social studies- library research
- Teachers are excited for Historical Perspective coming to perform Abe Lincoln- thank you Ignite!
- Welcoming two student teachers from Northwestern (Weil and Faulkner's rooms)
- ART: 2nd graders just finished a leaf project working with different types of line patterns. We have been working on creating original patterns in a variety of media. You can also see some examples in the front hall.
- SPANISH: Second graders are learning about weather and clothing!

3<sup>rd</sup>

- Math- multiplication
- Writing- wrapping up narratives and moving to informational
- Excited for explorer speaker, thank you to Ignite!
- Looking forward to astronomy Ignite program with Dr. Friedman
- Social Studies- wrapping up exploration
- SPANISH: Check out Señorita Zera's website for cooking shows all in Spanish!
- ART: 3rd graders have been learning about op art and shading throughout the semester. They are currently working on a mix media project.

4<sup>th</sup>

- Social Studies- inventions
  - Cardboard challenge- need to make a Valentine's box by using a "simple machine"
  - Still focusing on 5 lenses- economics, civic, geographical, historic, cultural- using these lenses to learn about the history of automobiles
- Math- fractions to real life word problems
- Reading/Writing: nonfiction about extreme weather
- Writing- opinions
- SPANISH: finished the house unit, moving on to daily routines and the 21 Spanish speaking countries
- Second step- new unit about bullying
- ART: 4th graders have just wrapped up a painting project combining the concepts of tinting and silhouettes. We are collaborating with technology to now animate our paintings!



**Monthly Financial Report**  
**McKenzie PTA, Wilmette, IL**  
**11.1.16 to 11.30.16**

**McKenzie PTA Account**

|  |                   |
|--|-------------------|
| <b>Beginning Book Balance 11.1.16</b>          | <b>168,538.46</b> |
| Voided check from a previous period            | 48.14             |
| <b>Adjusted Beginning Book Balance 11.1.16</b> | <b>168,586.60</b> |

**Receipts**

|                                  |                 |
|----------------------------------|-----------------|
| Junior Great Books               | 765.00          |
| Share the Feast                  | 1,975.00        |
| Ignite campaign                  | 125.00          |
| Birthday books                   | 310.00          |
| GL Scrip - Charging for Cheetahs | 137.00          |
| Interest                         | 14.19           |
| Spiritwear                       | 247.15          |
| PTA Membership                   | 129.50          |
| Green                            | 65.25           |
| <b>TOTAL</b>                     | <b>3,768.09</b> |

**Disbursements**

|   |                  |
|---|------------------|
| Enrichment Grade Expenses               | <b>-2,365.49</b> |
| Bus Fees                                | <b>-910.80</b>   |
| Enrichment Evening - STEAM              | <b>-658.35</b>   |
| Fine Arts                               | <b>-1,282.15</b> |
| Power up to Play - Fun Run (2016)       | <b>-48.14</b>    |
| Sharing                                 | <b>-48.00</b>    |
| Fall Frenzy                             | <b>-810.00</b>   |
| Movie Fun Nights                        | <b>-100.00</b>   |
| Bank Charge - Paypal Fees               | <b>-91.94</b>    |
| Accountant's Fees                       | <b>-1,100.00</b> |
| Mckenzie PTA Membership - Directory App | <b>-566.00</b>   |
| Teacher Appreciation Activities         | <b>-2.15</b>     |
| Staff Reimbursement                     | <b>-140.90</b>   |
| <b>TOTAL</b>                            | <b>-8,123.92</b> |

|                                     |                   |
|-------------------------------------|-------------------|
| <b>Ending Book Balance 11.30.16</b> | <b>164,230.77</b> |
|-------------------------------------|-------------------|

|                                     |                      |
|-------------------------------------|----------------------|
| <b>Ending Bank Balance 11.30.16</b> | <b>\$ 166,757.22</b> |
|-------------------------------------|----------------------|

Elizabeth Jensen, Treasurer  
 Submitted for Audit Committee: 12/1/16

**Monthly Financial Report**  
**McKenzie PTA, Wilmette, IL**  
**12.1.16 to 12.31.16**

|                             |
|-----------------------------|
| <b>McKenzie PTA Account</b> |
|-----------------------------|

|                                       |                   |
|---------------------------------------|-------------------|
| <b>Beginning Book Balance 12.1.16</b> | <b>164,230.77</b> |
|---------------------------------------|-------------------|

**Receipts**

|                                  |                 |
|----------------------------------|-----------------|
| <hr/>                            |                 |
| Enrichment Grade Income          | 400.00          |
| Junior Great Books               | 225.00          |
| Share the Feast                  | 525.00          |
| Learning Commons Read-a-thon     | 5,586.80        |
| Birthday books                   | 215.00          |
| Escripts                         | 0.25            |
| Ignite Campaign                  | 1,750.00        |
| Movie Fun Night                  | 427.00          |
| GL Scrip - Charging for Cheetahs | 282.85          |
| Interest                         | 13.72           |
| PTA Membership                   | 50.00           |
| <b>TOTAL</b>                     | <b>9,475.62</b> |

**Disbursements**

|   |                  |
|---|------------------|
| <hr/>                                   |                  |
| Enrichment Evening - STEAM              | -600.00          |
| Enrichment Grade Expenses               | -1,518.00        |
| Share the Feast                         | -2,500.00        |
| Sharing                                 | -104.64          |
| Bank Charge - Paypal Fees               | -36.11           |
| Mckenzie PTA Membership - Directory App | -25.50           |
| Website renewal                         | -483.34          |
| Fall Conference Dinner                  | -540.00          |
| Staff Reimbursement                     | -36.89           |
| <b>TOTAL</b>                            | <b>-5,844.48</b> |

|                                     |                   |
|-------------------------------------|-------------------|
| <b>Ending Book Balance 12.31.16</b> | <b>167,861.91</b> |
|-------------------------------------|-------------------|

|                              |    |            |
|------------------------------|----|------------|
| Ending Bank Balance 12.31.16 | \$ | 168,393.91 |
|------------------------------|----|------------|

Elizabeth Jensen, Treasurer  
 Submitted for Audit Committee: 1/1/17

