

GENERAL BOARD MEETING MINUTES - Final

November 10, 2015, 9:15-10:45am - School Cafeteria

- I. Welcome, President, Rebecca
 - Meeting called to order at 9:21 am-18 PTA Members in attendance-16 parents, 2 teachers
 - Rebecca asked if there were any changes to the agenda and an update to add Lost and Found was requested
 - Approval of October 2015 General Board Meeting Minutes, minutes were motioned for approval, seconded, and approved unanimously.

- II. Faculty Report, Gwen Faulkner, 2nd Grade Teacher (See Attached Exhibit 1)

- III. Principal Report, Dr. Denise Welter
 - McKenzie conducted a Fire Drill last week and the school is getting really good at it with the building evacuated in one minute. A severe weather drill will take place next week. Julie Garry and Sarah Brazee came up with an excellent idea for Veterans Day; which is to have the children and staff wear Green (ala The Green Light Event) to show their support for Veterans. The District requires the schools to teach about Veterans Day and the elementary children have a hard time identifying with the idea. Wearing a color to show their support seems to be an age appropriate idea. Pictures of the students will be taken and shared with VA hospitals around the area. Conferences are this week. Dr. Welter thanked the PTA for the staff dinner and reminded parents to check the Lost and Found for items. The students and staff are looking forward to Carmen Agra-Deedy, children's author and storyteller, next week. Sally is getting everyone excited for the visit and has asked the staff to share a fond memory of childhood for the event. Dr. Welter reminded everyone about school spirit first Friday of the month and wondered if there is a better way to remind the community. Share the Feast is starting and McKenzie will be raising money in Jewel gift cards for those in need at Carmen Buckner. Dr. Welter reminded the group about the protocol in the pickup/dropoff line and that vehicles cannot pull out of the line to go around cars. Please try and keep the line moving and share this information with everyone you know. The paraprofessionals monitoring the line do not want to confront the drivers. Rebecca asked if the paraprofessionals could help open doors to speed things along and Dr. Welter suggested it could be a little dangerous. It could also increase expectations for the other drivers. Michele brought up last year that the Civics and Safety chair encouraged community to call the police. Dr. Welter reminded the group that there is not a Civics and Safety chair this year but if we all worked together and followed the correct drop off line protocol, it would be safer for everyone. Several teachers applied for Gripp Grants this Fall. Four teachers submitted applications and those will be announced by next PTA meeting.

IV. Executive Board Member Reports and Updates

- President, Rebecca Lieber
 - Beyond Pencils & Glue Sticks Grants
 - Scribble Machines-Mrs. Alfaro
 - Dash & Dot Coding Robots – Mrs. Garry in Technology Department. Involving 1-4th grade. Students would learn simple coding and learn how to program the robots. Executive Board approved the vote but need the PTA to approve as well. **VOTE:** Motion was made to approve the Dash & Dot Coding robots. Motion was seconded and approved unanimously. Rebecca mentioned that this will be part of the Learning Commons but will allow the children who are graduating to still enjoy the new materials. Dr. Welter mentioned the coding robots could be used anywhere-classrooms, technology lab, etc. Dr. Welter also stated that the school wants to move away from talking about the Learning Commons as something that will exist in the future, but how we can use the materials today.
 - Document Cameras- Executive Board approved the purchase of an extra document so every classroom will have one. **VOTE:** Motion was made to approve the purchase of the document camera. Motion was seconded and approved unanimously.
 - Treasurer, Sarah Fox
 - October Financial Reports (See Attached Exhibit 2)
 - Fall Frenzy and iGNITE are the larger receipts for the month
 - Enrichment, Fall Frenzy expenses
 - Ignite Update
 - Last push was very successful. \$35,000+ and a 56% participation rate. \$11,000 was made during the last week of campaign with Dr. Welter’s email blast and the room parent email. Campaign is taking a break for a bit and there will be one more push around December 1st for end of year tax write off purposes. The question was asked what the goal was and Sarah mentioned it was \$37,000 and we are very close. Dr. Welter mentioned to keep branding it as iGNITE and having the teachers talk about it as “iGNITE” will be helpful to educate the community. Getting this close to our goal is amazing and along with the Variety Show fundraiser, it will help us fill in some of the holes.
- Secretary, Chris Peterson
 - Nominating Committee-Please remember to nominate candidates for the ballot now through Nov. 20th. The online vote will take place November 30th-December 4th.

- Rebecca mentioned to nominate parents who know a lot of people. Also, Dr. Welter will be retiring next year so it would be helpful to bring in people who have been involved in the past.
- **President Elect, Christi Harrison**
 - Chair Recruitment-Fall Frenzy chairs will return. Will need to find Ice Cream Social and Book Fair chairs.
 - Pedal Power-November 15th 9-12am
- **Communications VP, Kim Peters**
 - Working on additional iGNITE materials; including Thank You cards to the families and stickers for the students to wear home on days that they have an iGNITE event.
- **Enrichment VP, Robyn Schaefer**
 - Thanked the staff for mentioning all of the iGNITE Enrichment events.
 - 1st Grade-Presentation for Pedal Power
 - Kindergarten-Worked with Julie Zelke for Mad Science
 - 2nd Grade-Debbie Miller presented Life in the Arctic, Grove Field Trip at the end of November/Early December
 - 3rd Grade-Ensemble Espanol
 - 4th Grade-Wilmette Water Plant field trip
 - Entire School will enjoy children's author and storyteller, Carmen Agra Deedy
 - Looking into Meteorologist and Hack Studio for 4th grade Innovation unit
- **Fundraising VP, Kristen Bowie**
 - Taking a break in November from iGNITE. Quick push in December to end the fiscal year.
 - Spirit Wear sale Nov 4-15th so items will be here for the holidays
 - Book Fair-900 books were distributed to the classroom and libraries
 - Carmen Buckner received 45 new books and over 900 used books
 - Nov. 18th-Variety Show meeting
 - Early planning for Movie Fun Night-December 4th at 630pm
- **Community Building VP, Amy Gelwix**
 - School Play is next Thursday, November 19th at 7pm
 - Share the Joy and Share the Feast drives have started. Sign Ups are on the PTA website. Share the Joy Drive is Nov. 30th-December 5th. Share the Feast Jewel cards can be purchased now thru Nov. 27th. The social worker at Carmen Buckner will distribute to the families that need them most.
- **Room Parents VP, Amanda Doblin**
 - Fall Teacher/Staff Dinner will be catered by the Noodle on Thursday night of conferences. PTA will also provide staff breakfast on Friday. Volunteer slots are filled.
 - December-PTA will provide breakfast treats the week before holiday break to keep everyone's spirits high as the kids get squirrely.

- V. **Charging for Cheetahs presentation, Christine Ferdinand (See PTA Website for Presentation)**
- Next order for gift cards is being placed on December 4th. Encouraged us to go on line and purchase cards for the holidays and teacher gifts.
 - The question was asked whether we could use a credit card to earn miles instead of a bank account. Unfortunately, the scrip program does not let us do that. Chris suggested setting a goal for yourself on how much you want to give the school each year. If everyone participated it would go a long way. Dr. Welter asked if there was a list of retailers. There is one at www.shopwithscrip.com. Chris also suggested to start by purchasing gift cards to get your feet wet on the program and then branch out.
- VI. **Committee Chair Reports**
- **Fall Frenzy-Megan-** The chairs will be doing Fall Frenzy again. Biggest challenge was recruiting volunteers. They have some ideas on how to handle that next year. Need 4 subcommittee members. Green Committee did a great job with composting. Thank you to Alicia for all of her work. Numbers were on par with years past but participation may have been lower. Committee used up a lot of old supplies and reserves. Megan thanked all of the volunteers. They are going to begin planning for next year.
 - **FAN-Reminder to check out the videos on the website from prior events**
 - November 11th at New Trier Freshman campus-Marsha Leinh-Balancing Acceptance and Change
 - November 16th at Evanston Township High School-Elizabeth Wilkenson-author of "Warmth of Other Suns"-Racial moment of truth
 - December 6th-New Trier Northfield Campus Steve Silverman-Neurotribes and Neuro Diversity
 - **PASS 39 Special Education Primer-November, 17th - MEC, 615 Locust Road - 7pm**
 - Meeting topic: What it all means - an overview of D39 educational support/services including IDEA, IEPs, 504 plans, DSM-V, eligibility for Special Education, and the process for receiving services. If you are seeking information about D39 services for your child, this is a great meeting to attend!
 - **Lost and Found-Items will be on display in the front lobby during conferences. Any unclaimed items will be donated after conferences are over.**
- VII. **New Business/Next Steps/Other**
- Online Nominating Committee voting, November 30-December 4, 2015
 - General Board Meeting, January 12, 2016
- VIII. **Adjournment-Adjourned at 10:27am**

PTA Updates

Kindergarten

The kindergartners had a great time exploring living things with Julie Zielke. The students especially liked the turtle and grasshoppers. We are looking forward to having the Native American Traveling museum come to visit our classes on the 17th to teach students about Native American customs as part of our social studies enrichment. A huge thank you to IGNITE for these two fabulous programs!

In math, students are learning to compose and decompose numbers. In reading students continue to learn new word wall words and work on decoding simple texts. In writing students are working on using brave spelling and sight words to independently write complete sentences. We are looking forward to sharing all of the students' progress at conferences!

First

Halloween class party - thanks to all the creative volunteers!

Sessions with Julie Zielke continue in the the garden - Thanks to the IGNITE program for underwriting this amazing opportunity!

Nicole Basil visited the first grade classrooms in conjunction with our Social Studies leadership theme. What a treat to have this inspiring young leader and McKenzie alumni tell us of her experiences. Her bike drive is Nov. 14th - 9-12:00 at McKenzie

Second

Starting our social studies unit looking how time and place influence the way people live. People must adapt to diverse conditions in order to survive and thrive.

*Focus on Southwest, Arctic, and Wilmette then and now

*Junior Achievement coming to our classes to enrich our social studies curriculum. Kids learn about how different members of the community support the community and effect one another. Explore supply and demand, taxes, and even come up with a campaign/presentation for a community campaign to support such as donating money for ecofriendly development etc.

IGNITE FUNDED:

Debbie Miller: Life in the Arctic

Field Trip to the Grove:

11/30: Schroeder/Krumholz

12/1: Weil/Faulkner

Third

The Third grade is finishing up their study of plants and the prairie. This unit included field trips to the Botanic Gardens and Heller Nature Center sponsored by Ignite. To finish the study of plants students are making original 3-D plants at home. These will be on display during conferences, if you want to take a look or are wondering what you are looking at. Soon classes will begin their study of exploration with the Lewis and Clark expedition. In this unit students learn the characteristics for which explorations are evaluated. The students are working

in grade level flexible groups in math to learn addition and subtraction to 10,000. Reading and writing continues in each classroom, with many students developing skills while reading and writing about content related topics. Last Thursday, students attended a performance by Ensemble Espagnol sponsored by Ignite.

Fourth

Here are few highlights for fourth grade:

Thanks to the PTA for sponsoring our field trip to the Wilmette Water Filtration Plant last month! It was an excellent connection to our study of land and water for the science unit.

Science: The students are almost near the end of this unit. They have planted seeds and have investigated how plants can protect the soil from erosion.

Math: The fourth graders are becoming "experts" at multiplication and division. They are using arrays, area models and bar models to visually represent the math problems.

Reading:

We are grateful to the PTA for offering copies of the Reading Rally books for sale at the McKenzie Book Fair.

Many students are also checking these books out of the Resource Center or going to the public library to check them out.

Writing: By studying the author's craft, students are learning how to develop their own writing styles using some of the techniques that are present in various text structures.

Social/Emotional Skills:

Our Second Step lessons continue to focus on "empathy". The students are also learning how to be assertive as they join in games at recess, for example.

Nadine Ibrahim, our school social worker is leading the coping skills lessons. A variety of strategies have been presented that may help students stay calm when they encounter a frustrating or stressful situation.

Last, but not least...Thanks to all of the parent volunteers for the Halloween party!

Technology

First, working on a worm habitat drawing

Second, working on Explain Everything app to draw a record their sun and moon research information

Third, working on Super Power Plant comic, and created a wordle about a book for our upcoming author visit

Fourth, Finishing internet safety and starting Google Presentations

Music

The second graders are getting ready for their music program which will be on Wed., 12/16.

Exhibit 2

Monthly Financial Report
McKenzie PTA, Wilmette, IL
10.1.15 to 10.31.15

McKenzie PTA Account

Beginning Book Balance 10.1.15 \$ **138,134.60**

Receipts

Birthday Books	240.00
Book Fair	2,047.98
Directory	20.00
Fall Frenzy	9,319.55
GL Scrip - Charging for Cheetahs	170.10
iGNITE campaign	6,650.00
iGNITE author book sales (Carmen Agra Deedy)	760.68
Interest	12.32
Membership	209.25
Online Bank Fee Reimbursement	5.00
Spiritwear	606.93
TOTAL	20,041.81

Disbursements

Accountant's Fees	(1,100.00)
Book Fair	(87.29)
Bus Fees	(535.68)
Enrichment Grade Expenses	(1,966.00)
Fall Frenzy	(2,389.31)
Gardens	(328.57)
GL Scrip - Charging for Cheetahs	(44.00)
Ice Cream Social	(452.58)
IL PTA Dues	(59.50)
iGNITE campaign materials	(348.55)
New Parent Reception	(367.09)
Online Bank Fee	(5.00)
Paypal Fees	(148.33)
Room Parents	(300.63)
Spiritwear	(185.00)
Staff Reimbursement	(517.45)
TOTAL	(8,834.98)

Ending Book Balance 9.30.15 \$ **149,341.43**

Ending Bank Balance 9.30.15 \$ **160,086.70**

Sarah Fox, Treasurer

Submitted for Audit Committee:

11.2.15