

GENERAL BOARD MEETING MINUTES-FINAL

October 18, 2016

- I. Welcome – President, Christi Harrison
 - Meeting called to order at 9:22am - 17 PTA members, 2 staff members
- II. Approval of September 2016 Meeting Minutes-Minutes were approved unanimously
- III. Faculty Report – Teresa Alfaro (see attached Exhibit 1)
- IV. Principal Report - Dr. Denise Welter
 - Learning Commons planning and design efforts are making great progress. Designing innovative space to allow for a variety of uses. There will be defined space - STEM Lab (maker space), Tech Lab, small work areas for groups of 3-5 kids, as well as large spaces for PTA, staff and other meetings. We are repurposing and retrofitting existing furniture wherever possible (example, putting casters on existing bookcases, enabling existing smart boards to be moved around). Construction will begin the day after school gets out in June, and the space will be ready to use in August 2017. The intent is that while the space will be ready to use at the ribbon cutting, the Learning Commons will never be “finished” and will always be a work in progress, where new things are always being added.
 - Parent/Teacher conferences coming up in November. Sign-ups began today. Please remember there is no school on November 10 & 11.
 - School Pictures - Cady Studios has apologized for the proofs being delivered later than planned, however they will be sent home in students’ backpacks by this Friday along with info on ordering prints. Re-takes are scheduled for next Wednesday.
 - The Halloween Parade will be at 9:30 am on Monday, October 31 and will begin at the front door of the school. School will dismiss at 12:15pm that day for grades 1-4 and AM Kindergarten will dismiss at 10:20. No PM Kindergarten, however these students are invited to come watch the parade or march with a parent.
- V. Executive Board Member Reports and Updates
 - Treasurer Elect, Denise Schneider
 - iGNITE participation is at 62%
 - 270 PTA members to date
 - Fall Frenzy numbers coming in - we appear to be up from prior year
 - Budget tracking - a little over budget on Ice Cream Social
 - Working on adding Social Media Endorsement coverage to our insurance
 - Reviewed September Financial Report (see attached Exhibit 2)
 - Environmental Awareness Week update - Lynsy Jacobs on behalf of Nicole Boomgaarden
 - Students counted cars, and there were about 50% fewer cars on Walk/Bike to School day
 - Students receptive to other efforts to increase awareness throughout the week
 - Room Parents VP, Louisa Kunzler
 - Volunteers Needed for Staff Appreciation week
 - Fundraising VP, Dori Boneck
 - Parent Party will be January 21
 - One sign-up party has already been planned

- Teacher-led gifts will be taking place the week of November 14
- Community Building VP, Amy Gelwix
 - Over 200 pairs of youth-sized shoes and \$120 were collected and donated to Carman-Buckner
 - This week is “Share the Warmth” sizes 4T - 16
 - Share the Love of Reading drive will tie in with Book Fair this year. This year we will just be donating new books based on a wish list.
- Secretary, Michele Epps
 - Will begin taking names to be elected for the Nominating Committee in early November.
 - The election will be online
 - Nominating Committee will select next year’s Executive Board Elect slate

VI. Committee Chair Reports

- Book Fair
 - Bulletin board is up
 - Bookmarks advertising the fair and its hours are going out to students this week
 - Every teacher will get a \$250 stipend to purchase books for their classroom. Teachers have the opportunity to “donate” unused stipend amounts to the Learning Commons. Letters will be going out to them this week.
 - Students will be touring the book fair once it’s set up so they can make their wish lists.
 - Online book fair will be running at the same time. Books ordered online will be delivered to the school and sent home with students.
 - Volunteers needed - please
- Charging for Cheetahs
 - Working with the Sharing Committee to make sure Jewel gift cards purchased for Share the Feast are purchased through this program
 - December 2nd is next order date - keep in mind for holiday gifts
 - Bulletin board will be up to promote program at P/T conferences
- FAN
 - Several interesting programs are planned for next month:
 - Alexandra Horowitz - “Being a Dog: Following the Dog Into the World of Smell” - Thursday, October 20, 7pm at New Trier Northfield campus
 - Jane Alexander - “Wild Things, Wild Places: Adventurous Tales of Wildlife and Conservation on Planet Earth” - Tuesday, October 25, 7pm, New Trier Northfield campus
 - Kwame Alexander - “The Writerly Life” - Friday, October 28 at 7pm at Evanston Township High School
 - David Epstein - 2 Events - “Late Specialization: The Surprising Key to Athletic Success” -
 - Event 1: Wednesday, November 2, 7pm at Evanston Township High School
 - Event 2: Thursday, November 3, 7pm at New Trier Northfield campus
- Spirit Wear - sales officially closed - brought in \$434. Question asked about a holiday sale. Denise Schneider will follow up to find out if we’ll be offering one.

VII. New Business/Next Steps/Other

VIII. Adjournment - 9:55

Kinder

This past week the kindergarten students had a visit from Mrs. Zielke. She gave a presentation on Living Things and let the students observe a tortoise, a grasshopper, animal pelts, and a variety of other things. Next week, we will have a presentation about Taking Care of Our Earth from the SWANCC (waste management) organization. Thank you to the Ignite program for these wonderful enrichment opportunities.

The kindergartners continue to work hard in all subject areas. The students are doing a wonderful job with our new Jolly Phonics program. They're also becoming authors and readers during our writing and reading workshop blocks. Each week the students are building number sense skills during math, and we look forward to incorporating more of Jo Boaler's ideas into our future math lessons. We're also looking forward to celebrating Halloween in kindergarten on Friday, October 28th!

1st Grade

First grade continues to enjoy the beautiful fall gardens and our enrichment lessons from Mrs. Zielke. In addition to cataloging birds, butterflies, squirrels, milkweed bugs, bees and rabbits, we buried various types of garbage in the soil to be dug up in spring. We hypothesized which would decompose into soil and which would remain. First grade had a former McKenzie alum, Nicole Basil come and speak about leadership (our social studies essential question) and explain the charitable organization she founded as a third grader and continues successfully today.

2nd Grade

Subtraction
Ignite poet, Bill Buczynski visited
Continue to observe moon
wrapping up personal narratives

3rd Grade

In Science third graders are finishing their plant unit. This unit included two IGNITE sponsored field trips. In mid September, students went to the Botanic Gardens for a "Flower Lab" program. While at the garden students had a special visit to the Plant Conservation Science Center which included a talk with a botanist. The first week of October, classes visited the Heller Nature Center in Highland Park for a program on the prairie. To conclude the plant unit, students will work in the new Maker Space to create imaginary prairie plants. In Math students recently finished a chapter on mental addition and subtraction. Next they will be working on addition and subtraction to 10,000.

4th Grade

This week, 4th grade classes are visiting the Water Treatment Plant in Wilmette to learn about how our water is cleaned and how it gets to our homes. This is a great supplement to our Land & Water Unit, in which we explore land and water interactions. Thank you IGNITE for providing the buses! Classes are beginning large number multiplication and long division in Math class and taking part in opportunities to dive deep into problems and explore how and why things work, using visuals, and developing a growth mindset while they struggle with challenges. Students also continue to work on writing realistic fiction stories of their own and are studying character development in fiction novels.

Monthly Financial Report
 McKenzie PTA, Wilmette, IL
 9.1.16 to 9.30.16

McKenzie PTA Account

Beginning Book Balance 9.1.16 \$ 160,577.34

Receipts

School Play	8,750.00
Ice Cream Social	1,455.00
Ignite campaign	11,080.00
Birthday books	475.00
GL Scrip - Charging for Cheetahs	214.55
Interest	13.75
Directory - Print	85.00
PTA Membership	1,146.25
Merchandising - Spiritwear	434.00
TOTAL	23,653.55

Disbursements

Enrichment Grade Expenses	-1,200.00
Gardens	-657.21
School Play	-8,750.00
Ice Cream Social	-2,054.00
GL Scrip - Charging for Cheetahs	-60.00
Bank Charge - Paypal Fees	-302.11
Volunteer Orientation Materials	-49.68
Insurance	-725.00
Office Supplies Executive Board	-200.81
IL PTA Dues	-1,147.50
Getting to Know McKenzie Guide	-300.00
1st Day School Coffee	-309.31
Back to School Teacher Luncheon	-570.00
PTA Meetings	-33.92
Staff Reimbursement	-756.51
TOTAL	-17,116.05

Ending Book Balance 9.30.16 167,114.84

Ending Bank Balance 9.30.16 \$ 170,375.45

Elizabeth Jensen, Treasurer
 Submitted for Audit Committee: 10/1/16

