

**GENERAL BOARD MEETING MINUTES - Final**

September 20, 2016

- I. Welcome – President, Christi Harrison
  - Meeting called to order at 9:20am
- II. Approval of May 2016 Meeting Minutes-Minutes were approved unanimously
- III. Faculty Report – Julia Barrow
  - a. Kindergarten - Students are getting used to their routines, greater independence, reading and writing workshops
  - b. First Grade – Students are likewise getting used to their routines and procedures. They are drafting personal narratives and are looking forward to their in school Julie Zielke science enrichment program.
  - c. Second Grade – Students are learning about the sun, moon and stars. They are also working on their personal narratives and continue working with the Second Step program. They are reading the book 100 Dresses as well which has led to rich discussions.
  - d. Third Grade – Students continue to work in their plants section and look forward to Ignite sponsored field trips to Heller Center and to the Botanic Gardens.
  - e. Fourth Grade – Students are looking forward to their Ignite sponsored field trip to the Wilmette Water Treatment plant. Students across the grades continue to learn new skills in technology including but not limited to logging in, coding, taking pictures of plants in the school garden, and internet safety / cyber bullying.
  - f. The Second Grade music program is scheduled for Wednesday, December 14. A big thanks to parents accommodating the changes as to recorder ordering.
- IV. Principal Report – Dr. Denise Welter
  - a. There is a smaller population at McKenzie this year in comparison to years' past. As of 9.20.16, there are 469 students at McKenzie.
  - b. Thanks to all of the PTA volunteers including but not limited to: school supplies, school tours, the staff welcome back luncheon, school pictures, the Ice Cream Social, the gardens and the school cafeteria.
  - c. Learning Commons Update: Three schools have completed Learning Commons, Harper, Central and WJHS and Dr. Welter encourages all to see these Commons. Plans for McKenzie's Learning Commons continue to move forward, with a committee comprised of teachers and parents coming together to discuss specific needs and materials. Two architects are drafting blueprints and by Winter Break, bids will be sought. Construction

begins in June when school lets out. There is a great deal of excitement and hard work going into the projected McKenzie Learning Commons.

- d. There is a new English Language Arts initiative that will be rolled out at McKenzie, with both writing and reading being rolled out simultaneously.
  - e. Teacher professional training continues this week with Dr. Jo Boaler's math/growth concept presentation and its impact on our math curriculum.
  - f. As noted in the Monitor, consistent attendance for consistent instruction is a goal throughout the district and at McKenzie. Regular attendance is key for the development of the child and for classroom consistency. McKenzie has one of the lowest positive attendance percentages in the district. If your child leaves early or comes late to school, he or she is marked for a half-day absence. If you have questions that apply to your child's circumstances, please contact Dr. Welter.
- V. Executive Board Member Reports and Updates
- Treasurer, Elizabeth Jensen/Denise Schneider
    - August 2016 Financial Report was distributed and reviewed (see Exhibit 1).
    - Ignite's total participation is up to 55% with a 60% goal.
  - iGNITE, Tami Teppo/Lynsy Jacobs
    - Field trips are off to a great start. More volunteers are needed for the Fine Arts programs in each grade. The gardens are open and beautiful. The Green Team did a great job with Environmental Awareness Week and the continued promotion of bringing uneaten food home. The CRC's topic for this year is studying the school climate, i.e. what occurs in the school community including the topics of inclusion and conflict resolution. Fundraising updated that a meeting had occurred with past and present chairs so as to share information and brainstorm for successful fundraising for the Learning Commons' project. Historically, there has been a benefit but a Parent Party and sign up parties will replace the singular benefit, with all proceeds going toward furnishing the Learning Commons. Spirit wear will be delivered in the next four weeks.
  - Community Building, Amy Gelwix/Amy Weir
    - The Ice Cream Social was a success with strong turnout. The School Play's practices have begun. There is anticipation about the New Parent Reception being held this Thursday at the Wine Cellar. The Sharing Committee continues to meet and looks forward to their initiatives in October that help support our sister school, Carmen Buckner. The back to school drive was quite successful and a big thanks to all who donated.
  - Room Parents, Louisa Kunzler/Michele Coffey
    - Birthday Books are up to date as to all orders. The Book Fair is coming – the week before Halloween! Feedback was received as to longer evening hours so there may be an evening where the book fair is open to 8 pm, possibly Wednesday.
- VI. Committee Chair Reports
- Charging For Cheetahs - Charging for Cheetahs is off to a great start with new people signing up. There is a December 2 deadline for orders.
  - FAN - There have been amazing FAN speakers this past year with over 20,000 attendees. Keep your eyes open for new FAN speakers in the fall. Posters are throughout school and there is a wealth of online information.

- Fall Frenzy - A discussion as to Fall Frenzy ensued with great enthusiasm about this fall community building fundraiser. Plastic prizes will be limited in an effort to be more “green.” One gym will hold younger childrens’ games. There was a slight increase in Big Tomato’s prices from last year. Sign ups for volunteers and cake / baked goods donations are live. Help in needed as to crafts. Families may sponsor certain games (new fundraising initiative).

VII. New Business/Next Steps/Other

- a. There will be a fall Rotary Book Drive, as well as a lobby located box where brown paper and grocery bags may be donated.
- b. PTA membership is at 258 members so far this year which is wonderful.

VIII. Adjournment - 10:05am

Monthly Financial Report  
 McKenzie PTA, Wilmette, IL  
 8.1.16 to 8.31.16

<b>McKenzie PTA Account</b>
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<b>Beginning Book Balance 8.1.16</b>	<b>\$ 126,463.71</b>
<b>Adjustment for voided checks from Prior period</b>	<b>\$ 3,223.51</b>
<b>Adjusted Beginning Book Balance 8.1.16</b>	<b>\$ 129,687.22</b>

**Receipts**

Ignite campaign	23,625.00
Birthday books	830.00
GL Scrip - Charging for Cheetahs	277.12
Directory - Print	545.00
PTA Membership	5,675.00
Merchandising - Spiritwear	504.00
School Supplies	2,084.34
<b>TOTAL</b>	<b>33,540.46</b>

**Disbursements**

Enrichment Grade Expenses	-480.00
Variety Show - sound and lighting	-440.00
Copying Fees	-86.69
Audit Committee Hospitality	-54.42
Bank Charge - Paypal Fees	-759.77
Teacher Appreciation Activities	-12.15
Merchandising - Spiritwear	-817.31
<b>TOTAL</b>	<b>-2,650.34</b>

<b>Ending Book Balance 8.31.16</b>	<b>160,577.34</b>
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<b>Ending Bank Balance 8.31.16</b>	<b>\$ 162,123.50</b>
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Elizabeth Jensen, Treasurer  
 Submitted for Audit Committee: 8/1/16