

McKenzie PTA
Executive Board Meeting and Minutes
September 11, 2018 – to follow the 8:45 am General Board Meeting – Conference
Room near Learning Commons

I. Welcome – MaryAnne O’Keefe, 5 minutes

- Call to Order/Purpose of Meeting/Agenda Review/Updates
- Approval of Meeting Minutes: EB May 2018
 - *To be approved at next Exec meeting

II. Programs/Events Reports and Follow Up/Next Steps – All

President – MaryAnne O’Keefe – 10 minutes

- Volunteer Orientation - Exec. Liaisons should introduce themselves to committee chairs, stay in touch with them and get status updates
 - *discussion of hosting in May as of now, done via email at beginning of school year
- Current VPs: keep a rough timeline to ease transition to assistants, especially end of summer/start of school year duties; copy assistants in emails
- Recap of New Family Orientation
 - *discussion to tweak slide show, explain Ignite more, Fall Frenzy, parent party, D39 Fashion show
- D39 Foundation Fashion Show – need Exec. Bd. Volunteers for evening show
- Family to Family guidelines
 - *led by Grace Atlan
 - *guidlines and budget (\$100) discussed- focusing on faculty and staff only

Treasurer – Julieta LaMalfa/Vivian Underwood – 15 minutes

- Monthly Financial Report- see attached
- Operation Gratitude
 - *Was requested of the PTA to split costs for shipping; however, this initiative was not earmarked in the budget. May revisit it for inclusion in the 2019-2020 budget, as requested.
 - Total participation so far (\$, %, and #):
 - iGNITE
 - PTA membership
 - Holiday teacher/staff gifts
 - Birthday books- lower participation than in year’s past

- Status of Insurance
 - *AIM/CGL- Executive Board voted to not add Terrorism Coverage as in year's past

iGNITE – Laura Werling / Nathan Harada – 10 minutes

- iGNITE rollout by grade
 - *meeting have been made with teachers to decide on projects
 - *First grade teachers expressed and issue with Ignite teacher- MA to reach out to Amanda
- Fine Arts Update
 - *currently in search of volunteers
- Other iGNITE topics

Communications – Courtney Radde/Shaina Smith – 10 min

- iGNITE grade level email blasts
- Monitor/Directory/Website/GTKM
 - *GTKM now live
 - *requests tb submitted by Wednesday afternoons
- Magnets
 - *tb distributed to new families

Fundraising – Jamie Dennis / Megan Van Buiten – 15 minutes

- iGNITE rollout – fundraising
- Spirit Wear Sale / Next Steps
- Upcoming: Parent Party (Sign Up Parties) and Fall Frenzy
 - *noted to reach out to new parents to let them know what these parties/events are about
 - *discussed for future years that the Exec Committee plan the date and location for the PP and communicate this to the PP committee

Room Parents – Casey Brown / Allison Allen – 10 minutes

- Back to School Teacher/Staff Luncheon
 - *discussion of a staff appreciation committee being formed
 - *discussion of sending out a survey to staff to gauge what they want/would like to see at this
- Room Parent Meeting/Orientation
- School Pictures
 - *successful request to get parent volunteers via online

Secretary – Elizabeth Candido / Allison Frazier – 5 minutes

- Conflict of Interest Policy and Exec. Bd. Signatures
 - *tb signed at next Executive Board meeting

Community Building – Margie Swain / Heather Metz – 5 minutes

- First Day Coffee
- Destination Imagination update
- Ice Cream Social 9.16.18
- School Play - Mary Poppins, Jr. update

Webmaster – Denise Lam - 5 minutes

- Communication Request Form and other forms that can be found on website
 - *discussion of survey to parents on how to improve PTA website
 - *AtoZ usage cohesively with the PTA website for payments
- Update on Flexible Classroom Initiative
 - *Phase 1 near completion- Special Ed and 2nd grade tb completed next

I. Conclusion/Next Steps

- General Board Meeting, October 9, 2018 8:45 am - 10:00 am Cafeteria
- Exec Board Meeting, October 9, 2018 following General Board Meeting in the Conference Room near the Learning Commons

Committee Members in attendance:

MaryAnne O'Keefe
Allison Allen
Allison Frazier
Shauna Smith
Nathan Harada
Casey Smith
Laura Werling
Margie Swain
Courtney Radde
Julieta LaMalfa
Denise Lam
Vivian Underwood
Megan Van Buiten

Kindergarten has been busy establishing routines, learning names and rules and we even did a Pete the Cat tour of the school and met some important people along the way. The children followed clues of how to find our favorite book character- Pete the Cat. The Kindergartners found him playing on the Kindergarten playground at the end of our tour. We've also launched our first units in Writing Workshop, Jolly Phonics and math!

1st grade

We love the new furniture! Currently, students are learning how to use the different seats and are slowly gaining more responsibility in their ability to choose. We can't thank you enough for providing us a space where all our students can be successful. We are also learning about citizenship and how to be a good citizen within our classroom and school community. We are rolling out our units of study and laying the foundational skills for a successful school year.

2nd Grade:

get-to-know you activities

life boxes

name paintings

building reading stamina

District assessments begin next week (MAP)

learning flexible seating expectations and benefits

Third grade students have been trying out the new flexible furniture and learning which pieces work best for them. Thank you to the PTA for generously providing this! In reading they have been learning about how to build their reading lives and figuring out what makes reading work for them. Third grade will soon begin working with place value in math and begin narrative writing. In science third graders are beginning the first unit on plants. Upcoming enrichment includes a trip to Heller Nature Center in October as well as a workshop with Amanda Nugent, D39 Scientist in Residence.

The fourth graders are excited about starting a new school year!

*They have been getting settled into a new routine by starting their reading and writing lessons in the first units.

*They are discovering new patterns with numbers by participating in Jo Boaler's "Week of Inspirational Math".

*Sand, gravel, soil and clay are four components that the fourth graders added to their stream tables for science. They are also learning about the water cycle.

* They are learning how to "walk in someone else's shoes" for the Second Step lessons on "empathy".

Technology:

Learning about Digital Citizenship (all grades)

Grades 1-3 parents will have already received an email from before your meeting.

4th Grade:

Ask your child what they worked on in lab this week. Very fun and exciting...Breakout EDU Boxes!

Spanish is off to a great start! In each grade we've been reviewing rules and different ways to ask how you are feeling? Our first units will all be "About Me" so ask your children in the next few weeks to describe themselves! Gracias!

From Music:

This year we are trying something new for 1st grade. Parents will be invited to attend and participate in their 1st grade student's music class, during music class time. These "informances" will occur during the last 2 weeks before winter break; specific days and times are TBA, but will be communicated ASAP.

The 3rd grade team and I are looking forward to working with the PTA to set a date for the Opera For the Young performance of "Superstorm". This is a student only event, and all grades will watch the performance this year.

McKenzie PTA
Profit and Loss
July 1-31 2018

Beginning Book Balance 7/1/18	197,565.53				
	Total				
Income					
FUNDRAISING					
Cash back programs	39.00				
Total FUNDRAISING	\$ 39.00				
INTEREST INC	14.47				
Total Income	\$ 53.47				
Gross Profit	\$ 53.47				
Expenses					
CURRICULUM ENHANCEMENTS EXPENSE					
Ignite Grade Expenses	400.00				
Total CURRICULUM ENHANCEMENTS EXPENSE	\$ 400.00				
Flexible Seating	109,211.95				
Total Expenses	\$ 109,611.95				
Net Operating Income	-\$ 109,558.48				
Net Income	-\$ 109,558.48				
Ending Book Balance 7/31/18	\$ 88,007.05				
Ending Bank Balance	91,617.18				
Wednesday, Aug 29, 2018 07:14:48 PM GMT-7 - Cash Basis					

McKenzie PTA
Profit and Loss
August 1-31 2018

Beginning Book Balance 7/1/18	88,007.05				
	Total				
Income					
CURRICULUM ENHANCEMENTS					
Ignite Income	10,875.00				
School Play	8,400.00				
Total CURRICULUM ENHANCEMENTS	\$ 19,275.00				
DONATION/COMMUNITY BUILDING					
Teacher & Staff Gifts/Donation	4,680.00				
Total DONATION/COMMUNITY BUILDING	\$ 4,680.00				
FUNDRAISING					
Birthday Books	1,295.00				
Cash back programs	20.00				
Total FUNDRAISING	\$ 1,315.00				
INTEREST INC	7.81				
MCKENZIE PTA MEMBERSHIP	3,375.00				
Z - Inactive Income Accounts					
Other Income	1.00				
Total Z - Inactive Income Accounts	\$ 1.00				
Total Income	\$ 28,653.81				
Gross Profit	\$ 28,653.81				
Expenses					
DONATION/COMMUNITY BUILDING EXP					
Ice Cream Social	420.00				
Total DONATION/COMMUNITY BUILDING EXP	\$ 420.00				
FUNDRAISING EXPENSES					
Birthday Books	77.00				
Parent Party	925.00				
Total FUNDRAISING EXPENSES	\$ 1,002.00				
MANAGEMENT & GENERAL EXPENSE					
Bank Charge - PayPal Fees	681.80				
Total MANAGEMENT & GENERAL EXPENSE	\$ 681.80				
MCKENZIE PTA MEMBERSHIP-EXPENSE					
Directory - Print	-265.00				
Total MCKENZIE PTA MEMBERSHIP-EXPENSE	-\$ 265.00				
Total Expenses	\$ 1,838.80				
Net Operating Income	\$ 26,815.01				
Net Income	\$ 26,815.01				
Ending Book Balance 7/31/18	\$ 114,822.06				
Ending Bank Balance	118,196.85				