

PTA Board Meeting

January 13, 2009

Minutes

Present:

- Mark Crabill, president
- Stephanie Turner, treasurer
- Michelle Crabill, secretary
- Kay Mallory, KG Administrator
- Sarah Skerker, KP Administrator
- Leslie Rudisill, KP VP
- Nancy Grass, KG VP
- Linda Avers, VP of Education
- Special needs rep– Jackie Kurisky
- Eric Hardman, SBTS KG

Minutes

- **Meeting began at 6:05 p.m.** We approved the minutes from the November meeting and adopted the agenda for tonight.
- **Special Needs Rep,** Jackie Kurisky would like to introduce herself to the special education leads at the two schools. She also request that Mark post a description of the special education rep. on the KP/KG PTA website and provide parents with links to resources. Jackie also wants to have everyone aware of autism awareness week and will follow up with dates.
- **REACH** – Stephanie gave an update on REACH. Great news. Gross \$43, 176.96 net \$28,000. “PALS” (parent classroom sponsorship) is coming in lower but our overall total is approximately \$6200 over from our original budgeted amount.
- **Silent Auction** – Stephanie shared the progress of the silent auction. KG has all but 2 classrooms with basket coordinators. KP is having a difficult time getting parents to volunteer to be basket coordinator for some classes. Stephanie will check class lists and call parents she knows to ask for help. Nancy’s husband’s law firm may do the booklet (again) for the auction this year. Nancy will confirm this week.
- **Budget** – Stephanie reviewed the entire budget. Below is a review of the major line items from the budget.
 - We have **met our budgeted amount...except** that we have not raised the funds for things going forward into next year, i.e., those \$\$ needed for staff start-up assistance checks for 2009/10 and assignment books for 2009/10. I fully anticipate that between silent auction and volleyball we will meet these budgeted items, but we haven't yet. We could fill all obligations at both schools at this point. Schools need to submit receipts for all expenses as they get them including bus requests, assemblies, staff development, and tech items.

- Stephanie **added a Line Item** to the budget as a result of a discussion at a previous meeting. The line item is for PTA Meetings/Signs/Speakers. Sarah Skerker made a motion to move \$1000.00 from REACH to this line item. All board members approved this change.
- **Membership Dues** – We budgeted 4000.00 for membership dues...but we only have 1800. For dues. But REACH will take care of this error. Linda suggested we continue to encourage families and staff to join the PTA throughout the year.
- **Direct contributions** for this year are above the budgeted expectations. Additionally, we had two large sum donations (+-\$2000.00) for each school to purchase Technology Items.
- **Art Sale** - we budgeted \$1000.00 income. Kings Park's art teacher will be completing the ArtSale items with students at school, and Kings Glen's art teacher will explain the process to the students and send it in the Tuesday take home to be completed at home.
- **Kilroy's Monday nights** are still going. Please encourage attendance. So far \$150.00.
- **Volleyball** - we budgeted \$1500.00 income. We already have pompons for this year (green and purple). We discussed purchasing t-shirts for sale at the game. We will also be selling the KP/KG magnets. Will discuss closer to event day.
- **Silent Auction** budget has not been calculated at this time.
- **Movie Night** slightly in the hole but we do not make money for those nights. We have not decided on a spring movie night. Last May, the attendance was very low.
- **Fall Festival and Directory Ad Sales** exceeded budget expectations.
- We approved the **transfer of the funds** budgeted for Odyssey of the Mind **to General Fund**.
- **Safety Patrols** fees will be paid in the spring.
- **Audit** – At the end of the year, our budget must be audited. We can have a certified company or individual perform this audit or we can have an Audit Committee (3 people) who can look over the budget. This committee must consist of PTA members but NOT board members. The Audit Committee would be free, using a certified company or accountant could cost \$200-500 dollars. We will discuss these options closer to the end of the year.
- Sarah Skerker requested **funding for babysitting for the Third Grade Dining and Dancing to the SOLs** event February 17th and 18th – all board members voted to fund and are invited to attend.
- There is an issue with a **teacher reimbursement check**. This check may have been lost. Board has agreed to replace the check.
- **Calendar**
 - **Jan 22 - Spirit Nights at McDonald's** – Manager would like us to help with crowd control and encourage families to order food as soon as they enter the restaurant.

- **Feb 10 - PTA Meeting** – could we do dinner with the presenter Feb 10th?
Mark and Michelle Crabill will have dinner with the presenter. We will finalize attendance through email.

- **Mar 10 - PTA Meeting**
 - Board nominations
- **Apr 14 PTA Meeting**
 - Board Candidates Announced
- **May 1- Volleyball Game** – - KP National Anthem and KP Dance Group
- **May 12 - May PTA Meeting**
 - Elections and Budget Planning
- **Misc**
 - Feb Newsletter – Please give any additions for newsletter by Jan 15th.