

**Belle Aire PTA  
Meeting Minutes  
December 5, 2011**

Submitted by Lisa Szostak

I. Call to Order – Welcome at 9:02 am pm by Co-Presidents – Kim Kastner and Lynne Roche

II. Principal's Report – Mike Mitchinson

Mr. Mitchinson thanked the PTA for all the recent things they sponsored including the Holiday Tea, Reflections program, Poetry assembly, Reading to the Dogs, Breakfast with Books and the new Apple TV which has been installed. Mr. Mitchinson will be having his next Coffee with the Principal on 12/13. The all-school Holiday Sing is 12/15. Holiday parties are 12/16. Back to school on Tues, 1/3. Martin Luther King holiday on 1/16. The Science Fair is 1/21.

III. Reports of Officers –

Secretary's Report – Lisa Szostak

Minutes from the October 24, 2011 meeting were presented. Kristy Murphy requested one change under IV. Committee Reports – Yearbook Committee - to reflect that each grade, not each class, has a designated parent representative to help with the yearbook. Kristy Murphy then made a motion to approve the minutes, as changed. The motion was seconded and passed.

Treasurer's Report – Eric Monk

Eric reviewed the latest Treasurer's Report, which was handed out at the meeting.

Vice President's Report – Committee Chair – Molly Maci

Molly thanked everyone who worked on the Holiday Tea. The tea was held on a Thursday this year, rather than the usual Tuesday, because the specialty teachers are here on Thursdays. The attendance was lower this year however. Perhaps it might be better next year to move the tea to be one week later, as long as it doesn't conflict with the Holiday Shop.

President's Report – Kim Kastner and Lynne Roche

Our PTA By-Laws have to be updated every two years. They become effective in January. Our By-Laws were changed as follows:

- a) Include the Membership Chairperson as an Officer on the Executive Committee.
  - b) An officer vacancy for the President, Co-President or Treasurer position would be filled by the Nominating Committee presenting a new candidate to the PTA for approval by vote.
  - c) Our PTA will have at least four meetings per year, rather than the current seven. More meetings can be held if needed. The volume of email and website communication has increased, rather than relying on the meetings as the primary form of communication on PTA issues.
  - d) A Quorum shall be defined as five members, including two Officers and three general Members.
- Nancy Buerger made a motion to accept the changed By-Laws. Motion was seconded and passed.

IV. Reports of Committees -

Environmental – Kristi Kattapong and Michele Carter

Reminded everyone about the ongoing juice pouches and baggies collection. Please be sure pouches and baggies are cleaned out and don't include straws. A new collection has been started for health and beauty items. They will no longer be collecting diaper packaging and scotch tape dispensers. The committee will be doing a raffle for trash prizes as an incentive. An email will be sent to clarify that collection items should go in the bins outside, and are not to be brought in school.

#### Holiday Snack Permission Slips – Missy Kozarits

A holiday party snack permission slip will be going out soon for all children. The snack will be served in the lunchroom at lunchtime. Mr. Mitchinson suggested the slip should say order form, rather than permission slip, so kids don't sign them. Need to add a parent signature line to the form. Having the snack at lunchtime, rather than during the party will allow the room parents more time for party activities. A parent requested that the PTA still buy a different snack for those children with allergies as parents have already paid their annual party fees. Missy said she did consider this idea and met with the Health and Wellness Committee to explore options. Unfortunately it is too difficult to manage because there are so many different allergies, as well as it not being cost effective. Missy also mentioned that most parents of children with allergies prefer to send their own snack anyway just to be safe. Additionally, it was mentioned that perhaps the parents of kids with allergies can get together and help each other out by taking turns providing snacks for their kids and some of their friends with similar allergies. The room parents will take care of providing drinks for the parties. Kindergarten classes will still get the Otis Spunkmeyer treats in their classroom as they don't have a lunch time.

#### Technology Committee – Kristy Murphy

There are about 13 people on the committee. They met with Scott Meech, DG58 Technology Director, after surveying the teachers as to what their technology needs and desires were. Teachers wanted iPad2s. Scott is the one who suggested adding Apple TV, as the combination makes the iPad2 work like a Smart Board. The committee had \$5,000 budgeted. They purchased one Apple TV per classroom and one iPad2 per grade. Eventually they plan to purchase an iPad2 for each classroom. Scott has been very helpful with the committee and he wants to use Belle Aire as the example school for the district. Maybe try to develop curriculum around the new technology equipment being made available. The kids are excited. This type of technology works for the district's plans also, as they want all kids to be able to participate, which they can with the Apple TV-iPad2 pairing. A longer term solution is to be able to get several iPad2s per classroom. A lot of teachers have applied for grants for more technology purchases through the Downers Grove Education Foundation and the Kinder Morgan Foundation. Scott told the committee that technology purchased by our PTA for Belle Aire won't be taken away. When the district has funds for technology purchases, it will be evenly distributed to the schools. Scott is also looking into seeing if volume discount purchases can be made for apps for iPad2s for the schools.

#### Yearbook – Kristy Murphy

The goal was to sell 125 – 150 yearbooks and they have already sold 170. The 6<sup>th</sup> graders had a contest to design the cover of the yearbook and all kids in the school voted on the designs. The top winner will be the cover design and the next four winners will be posted on the back cover. The committee is considering taking another yearbook order in February for those that may have missed the original order. The deadline for all yearbook page submissions is by March. Each grade will be represented with student pictures and candid shots. The 6<sup>th</sup> graders will have a bigger section. For split grades, they will probably have both grades together, except 5/6. Each parent grade representative will design their pages. Lifetouch photographer will come in to do classroom pictures, student council, clubs, etc. They want to do an all school picture too.

#### Variety Show – Molly Maci

Molly did a lot of investigating for the right date and location. They had hoped to use the Tivoli on 2/4, but there is a special District 58 event that same day that unfortunately wasn't on the district calendar. The Variety Show will be at Belle Aire on Fri, 2/3/12. There will be a dress rehearsal at school for all students to see the show and grandparents can also attend. A parent suggested handing out tickets for the show as seating is limited, but there are issues with that too. A suggestion was made to maybe rent risers and chairs. Maybe hand out tickets for seating and the remainder will be standing room only. Ideas will be taken under consideration by the committee.

#### Holiday Gift Shop– Trisha Campbell

They are trying to keep things simple this year. They will stay open after school until about 3:30 for all kids to be able to come. Each teacher will bring in their class at an assigned time. Adult helpers will be on hand to help the children. Trisha feels she has enough helpers.

#### Communication Survey – Kim Kastner

There were 77 responses to the survey. Most people like the combination of the email blasts, newsletter and home flyers. The PTA website was visited by 82% of respondents. The PTA is trying to increase the amount of communication to the members through the various methods.

#### Reflections – Lynne Roche reported for Stacey Dalen

A total of 27 entries were submitted by 24 students. This is low for Belle Aire, but comparable to other schools. The topic was a little hard this year. There were 35 kids at the Reflections workshop. Fifteen entries moved on to the District level. A ceremony was held on 11/30 for those children who reached the District level. Five children moved to the Regional level from Belle Aire. They will find out in January who moves on to the state level.

#### Pizza Hot Lunch – Kim Kastner

A gluten-free option is now available. Anyone interested should contact Lee Carroll.

#### V. New Business -

Spice Merchant Store is offering to donate 10% of their sales 12/2-12/9 to Belle Aire, if you mention Belle Aire when checking out.

The PTA made \$118 from the McDonald's Fundraiser event.

#### VI. Announcements –

12/7 and 12/8 Holiday Gift Shop

12/9 Pizza Hot Lunch

12/13 Coffee with the Principal 8:30-9:00

12/15 Holiday Sing 1:45

12/16 Holiday classroom parties and Jr. Great Books sign up deadline for grades 2,3 and 4.

Other –

Skuddlebutt's will donate 10% of the sales to our PTA when using the special keytag everyone received.

Box Top contest will start after Winter Break

#### VII. Meeting adjourned 10:06 am.