

**Belle Aire PTA
Meeting Minutes
September 12, 2011**

Submitted by Lisa Szostak

- I. Call to Order – Welcome at 7:00 pm by President – Kim Kastner
- II. Audit Committee Report – Kevin Waden
The audit committee team included Kevin Waden, Meena Vairavan, and Tina Utterback. The audit committee reviewed the period 8/1/10-7/31/11 and reported that the Treasurer's records were in good order. They separately provided the Treasurer with a few minor recommendations for record keeping.
- III. Nominating Committee – Molly Maci and Kim Kastner –
Molly explained that Mike Heinz had been elected Co-President last year for the new 2011-12 year, however due to a job change, Mike had to resign his Co-President position over the summer. The Nominating Committee then searched for a new Co-President and submitted the name of Lynne Roche as Co-President. No additional names for Co-President were submitted from the floor. Motion was made by Kim Kastner to vote for Lynne Roche as Co-President. Motion was seconded and passed.
- IV. Principal's Report – Kim Kastner on behalf of Mike Mitchinson
Mr. Mitchinson was unable to attend tonight's meeting so Kim announced on his behalf that Mr. Mitchinson is starting a series of "Coffee with the Principal" morning meetings which will be an open forum to ask questions on any topic. All are welcome to attend. The first meeting is scheduled for 10/11/11.
- V. Report of Officers -

Secretary's Report – Lisa Szostak

Minutes from the May 10, 2011 meeting were presented. Motion was made by Kristy Murphy to accept the minutes. The motion was seconded and passed.

Treasurer's Report – Eric Monk

a) Proposed 2011-2012 Budget was reviewed. Discussion items included:

- There is a \$0.00 balance at the end of the school year, as opposed to a carry-over balance as we have done in years past. Eric explained that we are trying to stay close to a \$0.00 year-end balance as per the PTA organization and non-profit status guidelines. Most of our budget items are ins and outs.
- A question was asked about the expenses for the school store. Eric explained that he looked at three year trends when coming up with proposed amounts for each of the budget line items, which the Board also reviewed. He has also asked all the committee chairs to approve the budget line items for their committees.
- Eric pointed out that there are some changes to specific line items on the budget this year as he was trying to streamline the budget and capture income and expenses in more broad categories to make reporting and tracking easier.
- Joan Cesario made a motion to approve the 2011—2012 budget. The motion was seconded and passed.

b) Treasurer's Report – Eric offered to post the final 2010-2011 Treasurer's Report to the PTA website. All agreed that would be helpful. Eric will also start doing a budget comparison as the year moves forward. Additionally, if a budget item changes during the year, he will add a column for the change. Eric also wanted to make everyone aware that the expense and deposit vouchers are different this year. Eric is trying to pay invoices directly through the Chase account, but he will continue to write manual checks when needed.

Vice President's Report – Committee Chairs – Molly Maci

Molly reported that there has been good volunteer participation for the various committees. Still looking for a Garden Club chairperson. Cut Above Landscaping has been generously donating time and resources to help maintain the school grounds. Also still seeking a Website chairperson. A list of all the PTA committees can be found on the website.

Vice President's Report – Fundraiser – Kim Kastner/Lynne Roche for Karen Christensen

This year's fundraiser will be a walk-a-thon ("Dash for Cash" or "Bulldog Dash") for the kids at the Downers Grove North track under the lights with Coach Josh on Friday, 10/7/11 6:30 – 8:00. This can be a family affair. There will be silent auction items. There is a name the Belle Aire Bulldog contest where each class is to pick a name and the winner will be announced at the Dash. There will also be kids raffles where they will earn a raffle ticket for every \$25 they raise. Fundraising details are still being worked out, but currently planning on asking each child to raise \$100. Overall goal is \$20,000. There will be a donation button on the website through PayPal.

Membership – Kerry Finley

Working on getting membership cards distributed with the directories. Currently have 263 members and about half the staff.

President's Report – Kim Kastner and Lynne Roche

-Year end picnic went well. Thank you Kerry Finley and Ellen Paul who ran the event.

-School supply kits – new vendor this year. Thank you to Holly Ryden and Meg Baker for coordinating.

-Welcome breakfast – Thank you Kerry Finley for organizing this fun event for parents.

-Family Fun Day – Thank you to Wendy Cassens and Vicki Goedert. Went really well. The PTA received a nice thank you letter from the Fish Pantry for all the food donations from that event.

-Bulletin Board – Eileen Topic has posted lots of pictures from the first day of school. There is a picture in the local Tribune too.

-Pizza hot lunch – The first one was last Friday and went well. Thank you to the pizza coordinators.

-Website – Thank you Nancy Buerger for all your help.

VI. Committee Reports -

Technology Committee – Kristy Murphy

The committee met today. They are working to explore technology solutions to enhance the Belle Aire student experience.

-The committee will be working to develop a short term plan for needs within the next year, as well as a long term plan for needs two-three years out. They are hoping to be able to present these plans at the October PTA meeting. They have had a needs assessment meeting and they will be doing an inventory of technology equipment already in the school. iPads and ITouches are checked out when needed. The SmartBoard in Tara Fulton's class that was purchased through a grant from the Kinder Morgan Foundation and is available for other classes to use. Last year through the PTA's fundraising efforts, Dukanes and projectors were bought so one would be available for every class. They are trying to see where Belle Aire is relative to the other schools in the district.

- The committee is also looking at doing a technology open house so parents can see how technology works in the classroom and where Belle Aire is lacking. The presentation may include website information for things that can be downloaded at home to help students. The open house is being targeted for October.

- Discussion ensued on the pros and cons of the PTA purchasing technology for the school. Some schools don't have as much as equipment as we do, some have more. Parents expressed concern that the equipment our PTA purchased would be taken and deployed to other schools. Additionally, concerns were raised that the school district may not issue additional equipment to Belle Aire and other schools with equipment. The school district is currently focused on upgrading their infrastructure. The Technology committee hopes to meet with the

new district Technology Director soon to discuss some of these issues.

Summer Math Club – Lisa Szostak

-Still waiting to get the final statistics, but overall there was good participation from all the schools, including Belle Aire. Surveys for future improvements were due today. Library may or may not be future math club venue as it creates extra work for the library staff answering questions.

School Assemblies – Vicki Goedert

-There will be an all school assembly on 9/27/11 in the morning with Katie Quick who is a teacher turned singer / songwriter. Education through singing. Vicki is also looking to find out how many assemblies are allowed throughout the school year.

Reflections – Lynne Roche for Stacey Dalen

Annual PTA Reflections contest theme this year is "Diversity Means". The deadline for student submissions is Fri 10/28/11. All students are encouraged to submit a piece. Stacey will be conducting a workshop on Weds 10/12/11 2:40 – 3:30. More information will be coming home the first week of October.

Environmental – Michele Carter and Vicki Goedert

Collected tools for schools at the end of the year. Our teachers got first pick of the extra supplies. Everything else went to Scarce. Trash for cash is ongoing. Bins are out by the dumpster. Michele is trying to get the Care 'n Share club to participate. We get \$.02 for every baggie and juice pouch. Trying to get recycling available to the students in the gym at lunchtime. The rain barrels are still not being used, but still looking into ways to be able to use them.

Art Awareness – Vicki McGrath

Vicki is working on putting everything together for this year. Still looking for some parent volunteers. You don't have to know anything about art to help out. During the months of October and November, student artwork from last year will be on display at the Great American Bagel in Westmont.

VII. Unfinished Business

PTA storage space – Kim Kastner said the PTA has been given all the cabinet space and space above the refrigerator and freezer in the kitchen for storage space. Kim and Lynne will be cleaning out all the cabinets and drawers first. We will get some storage bins. The PTA will also be trying to inventory everything that is currently scattered around the school and various households so we know what we have.

VIII. Announcements

School Store – Gena Polihronidis will be taking over the school store. First store is 9/15/11.

Spiritwear – Deadline to turn in orders is 9/16/11.

Kelly Miller Circus – This is the big DG58 Education Foundation Fundraiser on 9/26/11.

School assembly and ½ day – 9/27/11.

First taco hot lunch – 9/30/11.

New school calendars are available. All pertinent dates can be found on the PTA website too.

IX. New Business

Yearbook Committee – Kristy Murphy

Working with Lifetouch. Kristy will be asking for one parent volunteer per grade to help coordinate that grade's pages. The 6th grade section will be bigger or may be a separate yearbook.

X. Meeting adjourned 8:24 pm.