

## **Whitman PTA Meeting Minutes Monday, October 2, 2006**

**Attendance:** Charisse Sarvela (President), Laura Startz (Secretary), Judy Hart (Treasurer), Sue Banghart (VP of Membership), April Greenman (Assistant Principal, Andrea Gaines, Linda Carlson, Tracie Harter, Joan Snyder (VP of Volunteers) Donna Reed,

**Excused:** Angel Rice (Historian)

President, Charisse Sarvela, called the meeting to order at 7:05 p.m. in the Whitman Library.

**Treasurer's Report:** Judy Hart distributed the current Monthly Treasurer Report. The following points were noted:

- Income from the magazine sale is approximately \$36K (projected \$50K); final numbers will be available in December.
- Two outstanding from last year were cancelled and reissued.
- Pencils were purchased for the Homework Club
- PTA Membership fees forwarded to State PTA.
- \$1,000 forwarded to WAC.

**Secretary's Report:** Laura Startz distributed the minutes from the September 11, 2006 Whitman PTA Meeting. After review the minutes were filed.

### **Principal Report:**

- **Magazine Sales:** The students enjoyed the reward events; the pig race was won by the by McNab–Crandall classroom, Stewart's classroom won the 'Grab the Cash' event.
- **Student Activity Fees:** 7<sup>th</sup> Graders had their first field trip to First Stage. A portion of this money was funded by the PTA. The money will be disbursed on a per student basis.
- **Progress Reports:** to be mailed out either October 12 or 13.
- **Communication:** The communication process of information from the school to the parents was discussed. It was suggested that during the 6<sup>th</sup> Grade orientation the methods of communication are highlighted and explained. It was also suggested that the 6<sup>th</sup> grade teachers relay this information to the parents at the Open House.

### **Committee Reports**

- **VP of Volunteers:**
  - **Open Chairs:** Joan Snyder reported that Discovery Day, Cultural Arts and 8<sup>th</sup> Grade Promotion chairs have not been filled. A request for volunteers will be included in the newsletter and a mass e-mail to the PTA members. If the positions can not be filled they will be cancelled for this school year.
  - **Committee Folders:** The folders for the Committee Chair have been distributed. Chairs are strongly encouraged to return their feedback forms as soon as their program/event is finished.
- **VP of Membership:** Sue Banghart reported that the companion piece given to the staff is being returned with their comments regarding PTA membership.
- **Magazine Sale:** Donna Reed, Chairperson, reported that the sale has ended and the final numbers will be reported in December. It was suggested that Donna contact the vendor to inquire if the PTA will receive a signing bonus if they sign before the end of the year.
- **Book Fair/Family Dinner:** It was decided that the Family Dinner would be held on November 6, 2006 and the Book Fair will also run that evening and throughout the week.
- **Spirit Committee:** Parent Staci Wilson has agreed to chair the committee. **Motion:** Sue Banghart motioned that the budget to be amended and \$50 budgeted for "Spirit". The motion was seconded. **Motion approved.**

- **Teacher Appreciation:** The committee received a lot of support when they e-mailed the parents listed in the PTA Membership with a request to bring in food items every other week for the staff.

**Old Business:**

- **Incorporation:** Judy Hart submitted the forms for incorporation to the state.
- **Bylaws:** The Whitman PTA By-laws need to be updated by March 2007. Andrea Gaines agreed to chair the committee. Sue Banghart, Laura Startz, Donna Reed and Charisse Sarvela will sit on the committee.
- **Newsletter:** Donna Reed will solicit articles from staff and chairs (deadline October 13). Laura Startz will type up the newsletter and submit it to the Print Shop the week of October 16. Targeted mailing date: week of October 23.
- **Discovery Day:** If a chair is not obtained for the committee the event will be cancelled for this school year.
- **Author Visits:** Clarification was received from the Communicative Arts Department. Author visits will be scheduled by this department and the PTA will serve as a resource for volunteers, refreshments and the purchase of books as deemed necessary.

**New Business:** A request was made from a staff member for the PTA to purchase a refrigerator for the teacher's lounge. A purchase of this nature is in violation of the guidelines of the National PTA. A suggestion was made to include an article in the newsletter regarding asking parents if they have one that they can donate to the school.

**Announcements: Next PTA Meeting:** The PTA meeting scheduled for Monday, November 6 has been cancelled to accommodate the Family Dinner. The next PTA meeting will be December 4 at 7:00 PM in the Whitman Library.

Meeting adjourned at 8:45 p.m.

Respectively submitted,

Laura Startz *Whitman PTA Secretary*