

## **Hunters Woods PTA Meeting September 17, 2009**

The regular meeting of the Hunters Woods PTA was held on September 17, 2009 at the Hunters Woods Elementary School Library. The meeting was called to order at 7:05 pm by PTA President Susan Sather.

The August 27, 2009 meeting minutes were read and approved as corrected.

### **CORRESPONDENCE**

none

### **PRESIDENT'S REPORT**

**Susan Sather**

We are planning monthly Volunteer Coffees as a chance for volunteers to get together in a casual setting and to help encourage parents to volunteer.

A quick reminder about Kiss n Ride procedures: students should exit on the passenger side of the car as soon as the car reaches the sidewalk. Students do not need to wait to get to the front of the line unless they must exit on the driver's side or require assistance.

We need volunteers to help in the office on Friday, September 18<sup>th</sup>, from 10:00 a.m. – Noon to allow office staff to attend a thank you brunch. We will be posting a regular schedule for office help on VolunteerSpot.

We will have VolunteerSpot training at the Volunteer Fair. It is also a great tool for teachers – come learn how to use it so you can help your child's teacher implement it.

Susan recognized and thanked the following volunteers and staff:

Laurel Maestas and Karen Browning for organizing the Teacher Breakfast

Everyone who contributed to the breakfast

All of our Open House Volunteers, and kudos to Mrs. Toatley for the revamped teacher assignment lists

The tireless Tuesday Folder crew, especially the kids who worked so hard to fold oversized inserts and collate contents

Deb Kaspar for the inclusive 3 for me program

Alexis Shield for becoming our Hospitality Chair

Karen Browning for becoming our Tuesday Folder Chair

Colleen Line for the eNews, Twitter and coming soon....

Cynthia Cook for bringing back the Hunters Horn

Chrissy Tobias and Leslie Jeffries and their team of helpers who assembled and distributed the Sally Foster packets to start the fundraising.

Jennifer Arakelian and the Membership Committee, we've already topped our last year's membership numbers and Sandy Angel and Beth Johnson have helped distribute over 400 calendars this week.

The Specialists who greet every incoming child the first days of school

The Office Staff for keeping everything running so smoothly even though they're down a staff member  
Pattie Ono, our school records officer, who made green tablecloths for school functions, including the teacher breakfast

Our fantastic principals for working so hard, with such great attitudes even though the student body has grown and their workload has increased by 50%

Kelly Geer for our increasingly dynamic website; especially the live update calendar.

Pam DeLillio for all the work to prepare for the checklist audit and budget meeting

Julia Sullivan, Eleanor Weis, Deborah Lannen and Jody Wolfe for participating in the Audit committee

Elva Liagouris, Marina Matthes and Kelly Rowell and for working to ensure that spaces are reserved for all PTA activities

Raba Letteri for over \$1,500 in apparel sales this month

## **TREASURER'S REPORT**

**Susan Sather**

Pam DeLillio has prepared this year's proposed budget as developed by the Executive Committee. We reviewed and discussed the proposed budget. We are looking to decrease our surplus so we carry only 50% of our annual expenses in reserve.

Jeri Thomas motioned to accept the proposed budget. Jennifer Arakelian seconded the motion. The motion passed unanimously.

## **PRINCIPAL'S REPORT**

**Avis Russel**

School opening went very well. Our enrollment is currently 1016. Thank you to the PTA for welcoming teachers with a wonderful breakfast. The new Cluster 8 Assistant Superintendent was in attendance and was impressed by both the breakfast and the sheer size of our staff.

We have lost office support, a reading specialist, and an Assistant Principal due to budget cuts. We have retained a math specialist. We have the enrollment numbers to support an additional Assistant Principal but it is very difficult for the position to be added due to budget constraints. The operation of the building hasn't changed as a result of the decreased staff; everyone is working harder.

We had two successful Back to School nights, including a newcomers' coffee each night. Many of the questions focused on busses. Transportation is continuing to refine the bus schedule and things are improving.

We have implemented procedures for students who present in the Health Room with flu-like symptoms. Students are given a mask to wear and are isolated in the empty AP office. After the student leaves the classroom, the room is wiped down with anti-bacterial wipes. Further cleaning by custodians is done later in the day. Students must stay home until they are fever-free without medication for 24 hours. Mrs. Russel is reviewing the procedures with students in classrooms. Teachers are demonstrating the masks in class.

We have Naglieri testing next week on Tuesday, September 21<sup>st</sup>. Make-up testing will be done on Friday, September 24<sup>th</sup>.

## **COMMITTEE REPORTS**

### **After School Activities**

**Kelly Rowell**

Registration is on-going. We are looking for someone, or a team, to volunteer to co-chair this program next year.

### **Chalk for Peace/Sno Cone Social**

**Susan Sather**

Chalk for Peace is a free family event on Saturday, September 26<sup>th</sup> from 9:00 a.m. until Noon. Families are invited to admire and create sidewalk Chalk for Peace art. Sno cones will be available for purchase for \$1 from 10:00 a.m. until 1:00 p.m. We need volunteers to set up the sno cone machine and bring ice.

### **Yearbook**

**Jennifer Davis-Heffner**

We are in need of a co-chair for this year who can chair next year. Co-chair needs to come on Tuesday afternoons to work with the 5<sup>th</sup> and 6<sup>th</sup> grade students who staff the yearbook. We have about 5 returning from last year. The students do all the editing. We are adding 4<sup>th</sup> grade learning cottage photographers this year.

### **Fall Harvest**

**Jennifer Davis Heffner & Kelly Kroll**

We are in need of many more volunteers – we only have 29 volunteers signed up, we need 70 more.

**Primary Science Night****Mrs. Kelly**

Mrs. Kelly would like a coordinator from each primary classroom for the Science Fair. Coordinators will have monthly meetings. It is not absolutely necessary for coordinators to attend every meeting, as long as Mrs. Kelly can contact them to coordinate the Science Fair for their class. Primary Science Night volunteers are needed for the following classes: Mr. Leonato, Ms. Schiffler, Ms. Arrington, Ms. Washington, Ms. Larkin, and Ms. Hunstad.

**Sally Foster****Chrissy Tobias**

Sally Foster packets went home in Tuesday folders. The sale is officially underway. We will be looking for volunteers to assemble packets, collate orders, and prepare orders for distribution. Orders will be distributed during conferences in November.

**Directory****Jeri Thomas**

The directory will be included in PTA membership. Additional copies and copies to non-PTA members will be available for purchase for \$5.

If you want a nickname for your child listed in the directory, email the information to [directory@hwpta.org](mailto:directory@hwpta.org).

**Grocery Store Programs****Ann Kuhlkin**

We are working on getting a number for Giant.

**Three For Me****Deb Kaspar**

Sign ups are going well.

**Apparel****Raba Letteri**

Apparel orders are being taken until September 30<sup>th</sup> and at the Fall Harvest Festival. Sales are going well.

**Volunteer Fair****Marina Matthes**

The Volunteer Fair is Wednesday, September 23<sup>rd</sup>, from 6:00 p.m. to 8:00 p.m. and Thursday, September 24<sup>th</sup>, from 11:00 a.m. – 1:00 p.m. All committees should have a representative at the fair. If no representative is available, please provide information about your event and where volunteers are needed.

**FLEX****Caroline Nelson**

We are offering three Spanish classes and 2 French classes, all in the Teachers Workroom. Sign ups are ongoing. We would like to offer more classes but lack the space to do so.

**UNFINISHED BUSINESS**

None

**NEW BUSINESS**

We need to replace Kelli Reese as Vice President of Events (her children are no longer at the school).

Jennifer Arakelian motioned to nominate Laurel Maestas to fill the vacant Vice President of Fundraising position. Karen Browning seconded the motion. The motion passed unanimously.

**Mini Grants**

1. Mini Grant – The 5th Grade teachers have requested a mini-grant of \$505.92 to create reading corners in their classrooms. After discussion, Caroline Nelson motioned to approve the mini grant for up to \$550. Raba Letteri seconded the motion. The motion passed unanimously.
2. Mini Grant – Ms. Leniart requested \$7.47 for a book for her classroom. Jeri Thomas motioned to approve the mini grant. Alexis Shield seconded the motion. The motion passed unanimously.
3. Mini Grant – Ms. Leniart requested \$500 for science consumables to support all eight fifth grade classes. Raba Letteri motioned to approve the mini grant. Raba Letteri seconded the motion. The motion passed unanimously.
4. Mini Grant – Ms. Leniart requested \$150 on behalf of the SCA for prizes. Karen Browning motioned to approve the mini grant. Alexis Shield seconded the motion. The motion passed unanimously.

**ANNOUNCEMENTS**

Next Meeting: Thursday, October 15<sup>th</sup>, 7:00 p.m., preceded by Volunteer Orientation.

The meeting adjourned at 8:00 p.m.

**UPCOMING CALENDAR DATES**

<b>Wednesday, September 23<sup>rd</sup>, 6:00 PM – 8:00 PM</b>	Volunteer Fair (Evening Hours)
<b>Thursday, September 24<sup>th</sup>, 11:00 AM – 1:00 PM</b>	Volunteer Fair (day hours)
<b>Saturday, September 26<sup>th</sup>, 9:00 AM – Noon</b>	Chalk4Peace/Sno-Cone Social
<b>Saturday, October 3<sup>rd</sup>, 3:00 PM – 6:00 PM</b>	Fall Harvest Festival
<b>Thursday, October 15<sup>th</sup>, 6:00 PM – 7:00 PM</b>	Volunteer Training
<b>7:00 PM – 8:00 PM</b>	PTA Meeting

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Kelly Rowell, Recording Secretary

The minutes were:

\_\_\_\_\_ approved as written

\_\_\_\_\_ approved as corrected

Date: \_\_\_\_\_