

PTA Planning Session minutes

Monday, March 15, 2010

Location: WOES

Attendees: Kathy Orlando, Laina McGinnis, Becky Scherr, Nancy Laymon, Stuart Unkenholz, Keith West, Renee Ernst, Jocelyn Turner, Cathy VanNetta, Carmelita Taylor, Colleen Pallozzi, Ginger Segala, Zack rose, Sara Carroll, Chris Peters, Heidi Gido, Janice Cherry, Paula Shane, Jill Alli, April Sands, Yvonne Madden.

Introductions:

Laina called the meeting to order at 7:35 pm.

Kathy Orlando: Principal's Update

- Math MSA tomorrow. 3/16
- Received staffing report...down 1 kindergarten teacher (53 in attendance, Need 73 to get the 4th class). All done by seniority, whoever signed the contract last. Will lose 2nd peer educator b/c lose 1 teacher. Will get a technology teacher.
- Wrapped up bright minds foundation camp. Grant results submitted. Hope to apply again and receive another grant.

Keith West: Assistant Principal's Update

- 100% of students tested, only 3 kids out. No parent volunteers, which kept things quiet.
- MSA's: 4/26-29 science, Sat-10 testing the week before
- School improvement team.
- Arts integration, engaging students for next year, visual and audio arts into the arts program.
- Reminders to parents: At the events, tend to your kids.
- Thanks: great bingo night.
- Ginger: Mr George on the custodial staff is amazing, going above and beyond. What is the situation with staffing for other grades?

Kathy Orlando-1 toddler class, 1 prek class, 3x K classes, 4x 1st grade classes (85 kids), 4x 2nds, 3x 3rds, 4x 4ths, 3x 5ths (about 81 in 3rd, 4th and 5th). First and 2nd grade divide by 19, divide by 22 for kindergarten. Redistrict next year.

Laina McGinnis: President's Report

- Minutes from January 26th approved by general consent.
- **Colleen Pallozzi brought up a motion to appoint Cathy VanNetta, Stanley and Carmelita Taylor to the nominating committee positions, April Sands second the motion. Passed unanimously.**
- PTA bylaws on the website. www.worthingtonpta.com
- During last meeting ginger discussed issues regarding new school. We can submit the PTA's position,

- **Carmelita Taylor brought up a motion to officially support the construction of a new school in Laurel and submit our position to the County Exec, Ken Ulman, Ginger seconded. Passed unanimously.**
- PTA's Open House scheduled for Monday, April 19th at 7pm. It was suggested to ask current Kindergarten parents to provide tours to the new parents since they would be in a better position to field questions. Renee offered to send an email to the Kindergarten Room Parents.
- End of year picnic: possibly movie night instead. To rent everything \$600 total for the screen and equipment. Popcorn and snow cones could be fun. Kids to vote on a movie. Possibly June 11th. **Camelita brought up a motion to replace the end of year picnic with the end of year movie night. Heidi Gido seconded the motion. Passed unanimously.**

Becky Scherr: Treasurer's Report

Budget Status – corresponds to monthly budget report

Income - items this reporting period

- Escript post \$806
- Feb market day \$197
- Amazon \$15

Expenditures – items this reporting period

- Cultural Arts - \$666. Breakdown of amount: \$630 Spilling Ink assembly; \$36 for signs for Int'l night
- \$1,059 spent towards silent auction (\$400 dj keith; remainder towards prizes/copies/decorations
- \$477 spent on 2010 secret shop inventory
- Box Tops postage \$27
- \$69 towards supplies (bts night packets, website storage)
- We spent \$98 on books for kindergarten registration

Current cash balance = \$17,151

Overview of Procedures for disbursement and receipts

Disbursements

- Complete a distribution request form, have committee chair sign and attach receipts
- Blank forms are on website (www.worthingtonpta.com) and in folder in the PTA file box
- Leave request in Treasurer's section of PTA file box
- Please allow 1 week for turnaround
- If you have an emergency please call or email and I will do my best to process the request

- I will leave checks in the appropriate committee folder in the PTA file box. I'll send you an email to remind you the check is in there.
- Please cash checks promptly (within 6 months)

Receipts

- Please complete a receipt form (found on website)
- Please make sure all checks are signed and made out to the Worthington PTA
- If checks only, you may leave in a sealed envelope for me in the Treasurer's section of PTA file box
- If cash, please call or email so we can arrange a hand-off in person
- If you leave checks in folder, please also email and I will try to pick up sooner

Please call or email with any questions: scherrfamily@verizon.net; 410-750-0919

Budget:

	2/22 to 3/15/10 Reporting Period	Total To Date	2009/2010 Approved Budget	Variance Favorable (Unfavorable)	
Beginning Cash Balance		18,603	18,603		
INCOME					
Fundraising					
Restaurant Nights (includes CFA)		1,710	2,000	(290)	
Silent Auction			11,000	(11,000)	net \$ goal 3,000
Total Fundraising	0	1,710	13,000	(11,290)	
E Scrip	806	1,668	3,200	(1,532)	addtl amts to post
Market Day	197	1,209	2,000	(791)	4 mkt dates left
Membership Dues		1,750	1,750	0	
Charitable Contributions		1,966	1,500	466	
Amazon	15	187	100	87	
Box Tops		287	600	(313)	
Special Events - food/bev sales/donations			3,642	0	3,642 disrega diff.
Secret Shoppe		4,001	1,566	2,435	
Total Receipts	1,018	16,420	23,716	(7,296)	
EXPENSES					
Cultural Arts	666	4,559	7,000	2,441	
Spring Fund Raiser	1,059	1,059	8,000	6,941	

Special Events

		0				
Back to school picnic		1,525	775	(750)	net	\$ 569
Hoe-down		2,388	775	(1,613)	net	\$ 632
Bingo Refreshments, prizes and supplies			930	300	(630)	net
Secret Shoppe	477	3,083	1,566	(1,517)		disregard this diff.
Year-end Picnic		0	1,300	1,300		
Fifth-grade celebration		15	500	485		
Spirit Committee/Hospitality		67	650	583		
Dads and Moms events		100	1,000	900		
Bedtime Stories		0	250	250		
Misc.	0	12	250	238		
Total Special Events - net	477	8,120	7,366	(754)		

Staff Appreciation

Teacher Allotments		1,410	1,500	90		
Staff Events		416	1,300	884		
Gift cards for cust/sec (6 cards)		0	300	300		
Total Staff Appreciation	0	1,826	3,100	1,274		

PTA Programs

Reflections		159	200	41		
After-School Activities		0	125	125		
Health & Safety		68	400	332		
Special Needs		0	400	400		
Walking Program		0	400	400		
Misc.		0	100	100		
Total PTA Programs	0	227	1,625	1,398		

PTA Support Fund

Curriculum Support Activities		0	300	300		
Grants to School		0	1,000	1,000		
Scholarship		250	250	0		
Homewood School		0	100	100		
Backpacks for Success		0	100	100		
Contingency Fund		0	1,240	1,240		
Total PTA Support Fund	0	250	2,990	2,740		

Organizational Expenses

State & National Dues		863	813	(50)		
County Dues		170	190	20		
Bonding Insurance		0	0	0		
Liability insurance		179	179	0		
Total Organizational Expenses	0	1,212	1,182	(30)		

Operating Expenses

Box Tops	27	27	50	23
Supplies	69	184	300	116
Copying		16	150	134
Membership Committee		15	50	35
Kindergarten Registration	98	98	100	2
Contingency Fund		11	2,070	2,059
Total Operating Expenses	194	350	2,720	2,370

Publications

Student directory		140	125	(15)
Yearbook			50	50
Total Publications	0	140	175	35

Known Commitments

Sales tax for supply kits		129	160	31
Total Commitments	0	129	160	31

Total Expenses	2,395	17,871	34,318	16,446
Net Income (loss)	(1,378)	(1,452)	(10,602)	(23,742)
Budget Carryover	(1,378)	17,151	8,002	(23,742)

Balance per books, 2/22/10	18,529
Receipts	1,018
Disbursements	(2,395)
Balance per books, 3/15/10	17,151

Cathy VanNetta: Vice President's Report

- Board of Directors positions presentation.
- Positions yet to fill: Lisa Solomon's position needs to be filled, GT still open, smaller positions: hospitality, publications, health and wellness, safety,

Market day, Silent auction, the Hoe down and end of the year picnic. Any kindergarten parents to tap would be good.

- Call all the room parents to see if they want to take a leadership position with the PTA or if they know of someone who would. Or at least have them send an email to the parents.
- Heather wanted to know if we need the bobcat mascot for B&N on Wednesday, she has it. Renee will call her.

Jocelyn Turner: Delegate's Report

- Reflections tomorrow night at River Hill
- Every school getting money for after prom party from the county. Last year first year of injury-free prom night.
- Art integration: presentation at the meeting...sounded great. Putting the joy back into learning (poetry, drama etc.) and incorporate that into their lesson. Multi-sensory way of learning to help the information stick.

Colleen Pallozzi/Paula Shane: Silent Auction

- Everyone encouraged to sign up for the silent auction. Want to get attendance up. A little under \$8,000 in donated items. Need 150 people minimum, have about 75 at this time. Reminder email sent out today. There is a great variety of items.
- Class baskets: Note or flyer to room parents regarding due date for baskets. Collecting them Friday morning.
- **Ginger Segala made a motion that we ad international night as a line item to the budget. Colleen Pallozzi seconded. Passed unanimously.**

Laina McGinnis closed the meeting at 8:33pm