

**Minutes to the OHEPTA Executive Board Meeting
Held August 25, 2009**

Call to Order – at 6:06 p.m. in the Oak Hill Elementary Library, OHEPTA President Deena Perkins called the meeting to order. Those present gave a brief introduction.

Quorum – A quorum was established (10 Executive Boards Members plus 12+ members and/or guests).

Approval of Minutes – The minutes from the May 7, 2009, Executive Board meeting were reviewed and approved as written.

Comments from the President – President Deena Perkins spoke to those present concerning the need for food handling training to receive a temporary food service permit for PTA events. Training is scheduled for Saturday, August 29, 2009, beginning at 10 a.m. Discussion for the need for the permit ensued (see AISD letter presented as attached). A sign-up sheet was circulated for those interested in receiving the training.

Perkins announced that the Ice Cream Social will be held September 29, 2009. This event will no longer be paired with a general meeting. It is now under Family Fun Nights. General meetings will now be held in conjunction with parent programs. The first general meeting has been scheduled for September 22 and a nutritionist will present the parent program.

Perkins announced that the PTA now has 3 file cabinets that are located in the workroom. She asked that committee chairs please clear the workroom of any items that are no longer necessary as storage is a problem.

Carnival has been scheduled for March 5, 2010.

Perkins discussed the contents of the binders provided to the chairpersons and requested that all chairpersons submit a Plan of Work for their committee within the next few weeks.

Comments from the Principal – Principal Terry Whistler presented information concerning TAKS testing subgroups AEIS (state) and AYP (federal). She noted that one child's score could count both for and against you, depending on what area they fell into (ie consideration were the race of a child and whether they were ED, LED, etc.). She mentioned that the multi-faceted system of tests will be eliminated around 2012 or 2013. Principal Whistler stated that years ago tests were given to reveal areas where a student needed help. In response to questions concerning the recent grading of OHE as "recognized," Principal Whistler stated OHE did earn the this new rating.

Principal Whistler stated on the first day of school we had 946 students and today (2nd day) we have 972.

(Non-Agenda) Comments from the Parliamentarian – Parliamentarian Rita Pillman distributed the Robert's Rule of Order Motions Chart and asked all present to become familiar with these rules and begin using the terminology set out therein.

Treasurer's Report – Treasurer Annemarie Read presented the Budget v. Actual report for the period July 1, 2009 thru August 25, 2009. Read noted that not a lot of activity had occurred over the summer. Read stated that the beginning balance as of July 1 was \$15,442.35, with a current balance of \$15,325.60. Read noted that the budget presented would likely change as committees requested budget changes.

New Business –

Organizational Chart / Formalization of PTA Supported Programs – Geeta Suggs presented the proposed OHE PTA Organizational Chart for review. Wendy Primeaux moved to adopt the OC as presented, which motion was seconded by Annemarie Read. Discussion ensued concerning the chart and the need to add Green Apple Days under PTA Supported Programs. Wendy Primeaux moved to adopt the OC chart to include Green Apple Days, which was seconded by Annemarie Read. The motion carried.

Request for Increase in Budget – The Welcoming Committee has requested an increase in their budget from \$300 to \$800. All agreed to present this request to the members at the upcoming general meeting.

Tax Free Days – Liddy Zierer moved that the carnival scheduled for March 5, 2010, be set as our next tax free day, which motion was seconded by Jill Ivie. The motion carried.

Audit Report – Karen Mauldin, who served on the audit committee, stated that the audit had been conducted and noted that the recommendations included making sure two people signed all cash deposit slips and that written procedures be implemented concerning the review of the bank statements by the first vice president. The audit report will be presented at the next general meeting.

Committee Reports –

Boundary – Heather Sendera presented the report (attached) on behalf of Casie Wenmohs, notably that they are in a holding pattern until they hear from AISD. Information concerning the boundary process was distributed at the Information Fair and again at the Boo Hoo Breakfast. Sendera reported that 2 representatives will be named once a TASK force is formed.

Communications – Geeta Suggs reported that there are currently 680 people subscribed to receive the weekly e-newsletter; a monthly printed newsletter is also planned. A Spanish translator and a publicity chair are still needed. The deadline for information to be included in the e-newsletter is Friday at midnight as e-newsletters are emailed on Sunday. All information should be sent to communications@ohepta.org. Suggs said with this new service she can send as many emails as are needed. Suggs is currently updating the website with faculty information, there is a new interactive calendar and you can download forms you may need. A password protected area has been set up to keep solicitors from accessing certain information. The user name is OHEPTA, password GO EAGLES.

Gift Wrap – Kristie Peterman reported that the gift wrap and chocolate sales fundraiser would begin on Friday, September 18. The committee is meeting with the Innisbrook rep on Tuesday, September 1, to go over the sale. Last year Innisbrook paid part of the sales tax last year but would not pay any of the sales tax this year. This fundraiser generates between \$14-\$15,000 in funds for our PTA.

Jump Into Reading – Valarie Spake reported that the jump has been scheduled for September 3 and 4, with the deadline to turn in forms by September 1.

Overcrowding – Valarie Spake presented the report (attached) on behalf of Casie Wenmohs, notably that a strategic plan proposal would be presented at the October 5 board meeting

Partners in Reading – Deena Perkins presented the report (attached) on behalf of DeeDee Eastwood and Hannah Neill, notably approximately volunteers were needed and training would occur in September. The program will run October through April, with breaks for holidays, testing, etc.

Volunteers – Jodi Picardat reported that the 1st annual information fair held on August 21 before meet the teacher was well received. The purposes of the fair were: to make everyone feel welcomed, put a face to the name of the officers, chairs and PTA members, give information about volunteer opportunities, and to make the PTA more approachable. Information tables and story boards were placed at both the main building entrance and the Annex. 52 people signed up as new volunteers, and 21 of those for multiple opportunities. Picardat has been in communication with those new volunteers.

Welcoming – Liddy Zierer presented the report (attached) on behalf of Casie Wenmohs, notably that two new events have already been held (Information Fair and Boo Hoo Breakfast) and other new welcoming events planned (Donuts with Your Dude and a fall and spring Principal's Coffee). Over the summer new kindergartener play-dates were held. The committee hopes to institute year round welcoming to those joining OHE.

Adjournment – The meeting was adjourned at 8:00 p.m.