

**Minutes of the Oak Hill Elementary PTA
Regular Executive Board Meeting
Held Thursday, November 6, 2008**

Call to Order –Sunny Kenkare, President, called the meeting to order at 12:40 p.m. in Portable G.

Quorum - A quorum was not established. Those in attendance were: Board Members Sunny Kenkare, Deena Perkins, DeeDee Eastwood, Valarie Spake, Kristie Peterman, Ileana Abounader, Molly Austin, Tracy Remmert, Robin Levatino, and Patty Geisinger; Principal Terry Whistler; and, Teacher Representative Tracy Ferguson.

Approval of Minutes – The October 2, 2008, regular executive board meeting minutes were reviewed and approved as written.

Comments from the President – Sunny Kenkare stated that Dr. Ron Ferguson would present at the Parent Engagement Workshop on November 10. Signup forms were made available.

Comments from the Principal –Principal Whistler commented on the following: Fun Field Days held November 4 and 5 were a success and fall was a great time to have them; OHE has renewed their acquaintance with St. Andrew’s where 65 St. Andrew “buddies” work one-on-one (under adult supervision) with students on the subjects of reading and math; Allison, a certified teacher, is working with 87 students in grades Kinder through 2nd as reading intervention support; the new RAPTOR system is being implemented for entering the school facilities; OHE is very grateful to Western Hills Church of Christ for agreeing to serve as the polling location for the November 4 elections; and, the workroom clean-up was well received by all.

Treasurer’s Report – DeeDee Eastwood presented the Budget v. Actual statement for the period July 1-November 5, 2008. Eastwood reported the beginning balance as of October 1, 2008, in the amount of \$24,139.82 and the ending balance as of November 5, 2008, in the amount of \$51,175.31. Included in the financial reports were the Profit & Loss statements for the period October 2-November 5, 2008, and the Register for the period October 2-November 5, 2008.

Eastwood reported that the large cash balance reflects receipts for both gift wrap and t-shirt sales; however, gift wrap and t-shirt invoices have not yet been received or paid.

Eastwood reported that the \$150 available to the grade level teachers under Educational Support-Grade Level Teachers, the teachers now submit their receipts directly to the PTA for reimbursement. This is a change from last year’s procedure. The response in this change has been positive.

Eastwood stated we would need to amend the Fundraising-Gift Wrap budget in December to allow for the increase in sales.

Comments to PTA Funds - Under Educational Support, the special area teachers (Art, Music and PE) have their own budgeted amounts of \$500 each; resource teachers are not included in the budget; check to see if the Morning Assemblies budgeted amount will be spent; and, need to place the full \$1,000 budgeted amount for the Counselor into the school account.

Old Business: PTA Leased Copier – President Kenkare proposed that the copier leased by the PTA be moved to the Annex building as the Annex copier is old and not working properly. OHE would rent a second copier for the main building’s workroom. Kenkare also noted at the present time this copier has a limit on the number of copies per month of 15,000 and the lease could be renewed to increase the amount of copies to 35,000, which would increase the lease amount by \$33 per month. Much discussion was had concerning the need for the increase of the number of copies and the cost that would be incurred, mainly if the Annex would make as many copies per month as the main building. Valarie Spake stated that the PTA should increase the number of copies and if it is discovered that the increase is not needed in the Annex to renegotiate the lease at the next renewal date.

Committee Reports:

ACPTA – Tracy Remmert reported that at the last meeting the Boundary Task Force came to present their proposal for the New Middle School. There are no changes to the students at Oak Hill, however, this proposal most likely will not be the final one and changes could still occur. The proposal can be viewed on the AISD website. A public hearing is scheduled for December 2 and 4. There is a map in the conference room if anyone wants to view the boundaries.

Remmert also reported that the calendar for the 2009/10 school year was addressed. They voted to support the schedule that ends the semester before winter break although there were issues with the fall semester being shorter because of the late August start date.

Directory – Valarie Spake read the following statement from Mike Hemmer: Directories were sent home Friday, October 17. 515 of 950 students chose to be listed. We sold 405 2008/09 directories. Our directory income for the school year so far is \$813.00. We also received \$47.75 in donations to the PTA in conjunction with the directory orders.

Gift Wrap – Kristie Peterman reported that the kids did a great job selling and all went well considering the new changes and the state of the economy. They did have to enter 70-80 orders. Of the \$27,529.30 raised, the PTA will receive half. The expected ship date is November 11, with an estimated distribution around November 18.

Projects & Goals – Robin Levatino reported that a Project & Goals meeting is scheduled for next Friday [November 14] at 1 p.m. The committee has been working with Principal Whistler on a list of items and goals. They have \$23,000 (+/-) to spend. Principal Whistler stated that the teachers will present at the meeting and give their testimonials and a power point presentation. A notable mention was training issues with regard to reading and math.

Teacher Appreciation – Patty Geisinger reported that the Ice Cream Social netted \$144 profit. Molly Austin stated that there were 65 committee members and with Geeta Suggs's help they have set up a forum for organizing events. Because of the large number of committee members, they are now providing snacks for the faculty meetings. They are trying to come up with teacher "honey-do" lists. Austin reported that a business has contacted them and have asked what they could do to help with teacher appreciation.

Website – Ileana Abounader reported on behalf of Geeta Suggs. Abounader reported that: of the \$350 approved at the last meeting, \$270.74 was actually spent to launch the new website www.ohepta.org; items launched since setting up the new website are the Principal's Corner blog, the e-newsletter, forums and on-line payments for PTA memberships and donations. Other items in the works are the Teacher Favorites forms and new financial documents to post online. Suggs applied for and received approval from GoodSearch.com for becoming a charity to receive funds for the PTA when using their search engine on the internet. On October 23 Suggs gave a presentation to OHE faculty about the website, the technology and the e-newsletters. Currently there are 586 subscribers to the e-newsletter, and they are receiving unsolicited reports to be included in the e-newsletter.

T-Shirts – Valarie Spake reported that T-Shirts have been ordered and are expected to be printed by Monday [November 10].

Miscellaneous – Valarie Spake noted that a box of Oak Hill bumper stickers was found during clean-up of the workroom and that something needed to be done with them. Principal Whistler asked if we had enough to distribute them to the students. Those present were in agreement that the students would like receiving them more than the sponsors.

Adjournment – The meeting adjourned at 2:05 p.m.

Minutes recorded by Valarie Spake, Secretary.