

Oak Avenue Elementary School PTA Association Meeting Minutes September 9, 2009

CALL TO ORDER: PTA Executive Vice President, Carolyn Call, called the association meeting to order at 8:45 am with 29 members present. Attachment 1 – Sign in sheet; Attachment 2 – Meeting Agenda

REVIEW AND APPROVAL OF MINUTES: Minutes of June 3, 2009 association meeting presented by Diane Turriff (Attachment 3). The minutes stand as written.

COMMITTEE REPORT:

Walk-a-thon: presented by David Estrada

The Walk-a-thon will be held on October 10, 2009 with a magic circus theme. Announcements will begin on September 15th with the first of two school assemblies; packets will be handed to students that day. The net fundraising goal is \$42,000. New this year will be a day of neighborhood canvassing for small donations and the addition of corporate sponsors.

TREASURER'S REPORT (FOR SCHOOL YEAR 2008-2009): Presented by Martha McClatchie, See Attachment 4 – Oak Avenue School PTA Budget; Attachment 5 - Oak Avenue School PTA Transactions by Account as of August 31, 2009.

The PTA had a cash balance of \$141,000 as of June 30, 2009; the current cash balance is \$140,000. Martha presented and reviewed the Budget document in detail. Martha presented and reviewed PTA Transactions by Account (Attachment 5).

Check Ratification: Jill Webster moved to ratify checks numbered 16011 through 16049 for June 2009. The motion was seconded. The motion carried.

AUDITOR'S REPORT: Presented by Rita Martin

Rita stated that she has reviewed the financial records of the Oak Avenue PTA for the six month period January 1, 2009 to June 30, 2009 and finds them to be correct. Shari Chao moved to adopt the Auditor's report as stated. The motion was seconded. The motion carried.

PRINCIPAL'S REPORT: Presented by Amy Romem

There is a meeting for parents on Math and Fine Arts programs on September 23, 2009 at 7 pm to be held jointly with LAEF to discuss the new math program for all students and the Fine Arts program for 4th through 6th grade students. Starting Arts is a new arts program for kindergarten through 3rd grade and so far has been well received. Cougars with Character assemblies will continue this year. Suzy Heltzel has arranged for NASA to put on an assembly on September 10. Amy is continuing to look into the VIP parent program. The next Coffee with the Principal will be on September 16 after flag salute.

PRESIDENT'S REPORT: Presented by Carolyn Call

Carolyn presented and reviewed the PTA goals for this school year (Attachment 6); the goals are based on input from PTA association goal setting meeting in May. Paula Lau moved to approve the PTA goals. The motion was seconded. The motion carried.

Carolyn presented and reviewed the Oak PTA's preliminary Calendar of Events 2009-2010 (Attachment 7). Laurel Iverson moved to approve the PTA's preliminary Calendar of Events 2009-2010. The motion was seconded. The motion carried.

TREASURER'S REPORT (FOR SCHOOL YEAR 2009-2010): Presented by Martha McClatchie

Martha presented and reviewed the proposed budget for Year Ending June 30, 2010 (Attachment 4). There were minor changes to the proposed budget as previously posted: net loss was increased \$12,000, consisting of decrease of \$10,000 in auction income, increase of \$1000 in noontime activities, increase of \$1000 in new principal funds. There was also a transfer of \$300 from social to hospitality. Changes to hot lunch income and expense were discussed in light of new procedures for handling funds with new hot lunch vendor. Budget was amended as follows: Hot Lunch Income is \$11,000 and Hot Lunch Expense is \$1000. Brenda Moceynas moved to approve the PTA's 2009-2010 budget as amended. The motion was seconded. The motion carried.

Release of Funds: Martha presented and reviewed the release of funds (Attachment 4). Rita Martin moved to approve the release of funds. The motion was seconded. The motion carried.

Ratification of checks: Martha presented and reviewed checks 16050 through 16079 for July and August 2009 from the Transactions by Account. Rita Martin moved to ratify checks numbered 16050 through 16079 for July and August 2009. The motion was seconded. The motion carried.

INTRODUCTION AND RATIFICATION OF COMMITTEE CHAIRS: Presented by Brenda Moceynas and Pam Prahm

Brenda Moceynas introduced the following Non-Fundraising Committee Chairs for the 2009-2010 year:

Assemblies – Suzy Heltzel; Emergency Prep – Cynthia Gaertner-Bridges, Lynn Morshed, Shalini Kathail; Legislative/Advocacy – Open; Staff Appreciation – Nancy Hoyt; Sunshine – Laura Ivy; Library Coordinator – Lee Ann Jarrell; Membership – Judy Rucker; New Families – Laurel Iverson; Noon Day Coordinator – Anne Gumm; Parent Ed – Sadhana Wray; Room Parent Coordinator - Lisa Clark; Directory – Eric Mark, Huzan Sharma; Technology - May Shelley, Brian Lillie; Webmaster – Gilda Garretton; Yearbook – Cheryl Bystrom, Betsy Fitch; Creative Play Garden – Linda Roy; Front Garden – Laurel Iverson; Go Green – Julie Scott; Kindergarten Garden – Yoshiko Nishimura; Nature Zone/Edible Garden – Lisa Wong, Dianah Marr; Traffic Safety – Doug Hahn; Geography Bee – Inbar Korobkin, Jessie Davidson; Junior Olympics – Julie Trammell, Anne Gumm; Science Fair – Carol Dockery

Pam Prahm introduced the following Fundraising Committee Chairs for the 2009-2010 year: Book Fair – Shari Chao; Box Tops/E-Scrip/Schoolpop – Rita Martin; Buy-A-Brick – Chris Anderson; Dinner Out – Open; Holiday Faire – Nicole Frees, Viola Chin; Hot Lunch – Lisa Schaffer, Beth Levy; Oak Apparel – Michelle Takamoto, Tricia Popky

Spring Social and Auction – Open; Walk-a-thon – David Estrada

Judy Rucker moved to ratify the Committee Chairs. The motion was seconded. The motion carried.

COMMITTEE REPORTS:

Membership: Presented by Judy Rucker

Judy reported that 269 of 297 Oak families, 91%, have joined the PTA so far this year.

Hot Lunch: Presented by Beth Levy

Children’s Choice is the new vendor. Kids have liked the food so far and the vendor is open to suggestions on changes. Hot Lunch is currently three days a week with the possibility of five days.

Walk/Bike Safety Program: Presented by Doug Hahn

Doug reviewed the mission of the program as described in Attachment 8. There will be a Bike Rodeo on Friday, September 25 to introduce bike safety and skills.

Book Fair: Presented by Shari Chao

This year’s theme is Destination: Read Around the World

OLD BUSINESS: None

NEW BUSINESS: None

OPEN FORUM ANNOUNCEMENTS: None

ADJOURNMENT: The meeting was adjourned at 10:25 am. The next meeting will be held on October 14th at 8:45 am in the library.

Respectfully submitted,

Diane Turriff
Oak Avenue Elementary PTA Secretary