★ WHITTIER ELEMENTARY SCHOOL PTA: GENERAL MEETING ★

Meeting Date: **Tuesday, Sept 19, 2023**

Roll Call/Attendance (32): Carol Avila, Britta Waszak, Micheal Krugman, Susan Ourada, Alana Miller, Amy Van Howe, Ashley Papanikolas, Bethany Marek, Caitlyn Bouton, Catherine Hazen, Christie Ochoa, Christine Paulik, Christy Gergits, Cindy Schuster, Debbie, Di Ander, Heather Frank, James Lenihan, Jenny Maslowski, Kara Jilek, Kari Fredrich, Katie Porter, Kristin Waszak, Mike Novak, Miranda Moses, Sara Prendergast, Sarah Bogaczyk, Sarah Purlee, Maggie Kurcz, Mrs. Smitley, Mr. Miller, Barb Allen, iphone (?)

Meeting Call to Order: 7:03pm

Whittier PTA Mission: to make every child's potential a reality by engaging and empowering families and communities to advocate for all children.

Our mission requires that diversity, equity and inclusion be central to our work and used in our day-to-day decisions and actions. Learn more HERE. The Whittier PTA strives to create a kind, responsive culture where all feel welcome.

Exec Board Introductions

Call for New Business (to be added to this agenda): **None**

Approval of the May Minutes: Motioned, seconded (no edits) - approved.

Guest Speakers:

- **Mr. Miller and Mrs. Smitley (4th) grade updates**: Math focusing on multiplicative thinking; Science on plant structures; Social Studies on geology of the U.S.; Reading on government in action; Writing on getting into a writer's mindset.
- **Mrs. Gergits (Learning Lab) updates**: The year has started strong, small groups are in a good routine and the LL is buzzing! If you have any questions, do not hesitate to reach out to Mrs. Gergits.

Treasurer's Report - Carol Avila

- **SY 2022 - 2023 Audit Report**: A motion was put forth to by Kari Fredrich (Audit Committee Member) to vote to approve the 2022-23 audit report - motion seconded, voted and passed
- **Current Financials** as of 8/31/23 were presented (attached to the end of these minutes)

Secretary's Report - Maggie Kurcz

- **PTA School of Excellence and IL Gold Star designations**: We are 1 of 9 IL schools to receive National PTA School of Excellence designation; we also obtained IL Gold Star Membership designation, as our membership from 2021-2022 to 2022-2023 increased by 60%.
- **Membership Update**: We currently have 196 Members - last year we had 203 (14 more needed to maintain our Gold Star status). Most importantly - more members (teacher/parent representation) = a stronger PTA! Join now if you haven't. All are welcome at meetings, but only Members can vote.
- **Newsletter information/process**: If you have something PTA-related to include in the Newsletter, please email info@whittierschoolpta.org or submit on our website HERE.

Co-Vice Presidents' Report - Catherine Hazen & Jenny Maslowski

- **Kindergarten Playdate Update** - occurred over summer, many popsicles were had, overall a success!
- **Room Parent Liaison Update** - You should be hearing from your liaison soon, if not already.
- **Classroom Halloween Parties**: More information from your liaison coming soon, there will be an opportunity to volunteer in the classroom.
- **Walk/Roll to School 10/4**: Mark your calendar - students who walk or roll (bike, scooter, etc) on this day will receive a sticker as they come into the school. PTA will provide snacks for all students this day.

Co-Presidents' Report - Christine Paulik & Britta Waszak

PTA Draft Goals 2023-24: Goals were developed by the Executive Board based on feedback from Membership. The Whittier PTA will…

1. **Communicate**: More effectively demonstrate how donations and volunteering directly supports Whittier students, as well as families and staff.
2. **Connect**: Continue to prioritize a welcoming and inclusive environment where students, families and staff feel like they belong.
3. **Celebrate**: Celebrate our recent accomplishments, as well as the work and stories of our volunteers.

- **Committee Chair Social:** Thanks to everyone who attended, it was a fun evening!
- **Open Committees**: Please contact Britta/Christine if you are interested president@whittierschoolpta.org
    - **Reading Games** - Help lead the efforts at Whittier and be the point person for the district.
    - **Fun Fair** - Lindsay Monco will be doing it one last time, so you can shadow her this year.
    - **Afterschool/Outside Programs** - looking for a lead to manage communication between the school and the participating organizations (Language Labs, Young Rembrandts, BAM, Chess Scholars, etc.). Also need parent/guardian leads for each program, without volunteers these programs will have to be canceled - Currently seeking parent volunteers for Language Labs and Young Rembrandts.

Principal's Report - Mr. Krugman

- **Opening of School:** Despite the weather delay, the year got off to a positive start! The first 3 days of school saw some new efforts and initiatives to support this transition for students. Including a 'Welcoming/Get to Know You' for Kindergarten with specialists present in K classrooms to support new students. Additionally…
- **Recess Rodeo/Playground Training and Peaceful Playground**: New this year and PTA funded! A positive peer program where 6th graders take a leadership role and teach K-5th students the rules for a safe, supportive playground (esp during unstructured time where challenges may arise). This includes building conflict resolution skills for students and decreasing need for adult-intervention (when not necessary).
- **PBSS (Positive Behavior Support System) - Jaguar Jackpot:** New this year and a district-wide initiative! This program rewards positive behavior throughout the school day. As part of the PBSS program, Whittier has created the 'Jaguar Jackpot' - students are given tickets for showing positive behaviors, actions, and choices, which they can then submit to enter a raffle that is held monthly at All School Assemblies.
- **Angel Fund**: Is now called the Leap Fund. It has the same goal - to support those in our Whittier family who may be facing financial barriers to participation in PTA events/activities. This new name represents us 'leaping forward' together.
- **PTA Fundraising Focus for 23-24** - Library revamp (furniture and 3D Printer)
    - **Library Revamp**: The current furniture in the library was generously donated several years ago, but has run its course. This year's funding focus will be updating the library furniture (chairs and tables) to be more student-friendly and easier to move. This aligns well with the district construction schedule, as Whittier is Phase 1 for HVAC and Safety updates, furniture will be installed after construction. **3D Printer:** the current 3D printer has died (the lower cost ones tend to have 1-2 year life); seek to purchase a higher quality printer this year with PTA funding in time to support the 6th grade end-of-the-year project. Total approximate cost for everything $15,000.
- **Teacher Wish Lists**: Will be posted on the website shortly. Teachers receive a basic budget for supplies, wish lists cover those extras that allow them to make their classrooms and curriculum more individualized. This includes enhancement activities, flexible seating (which Whittier is trying to add more of, as it benefits many students), etc. 20 teachers submitted wish list items totaling approximately $4,800. Last year 15 teachers submitted for a total of $2,800. This does not include shipping, although Carrie C. works hard to minimize these costs.
    - A motion was made to let the Teacher wish lists sit for 30-days for a vote at our Oct meeting. Motion, seconded, approved.

Committee Reports (Note: if chair listed below not present, Co-President provided report)

- **Experiences**: Julie Orozco - Experiences are open for registration. Please start thinking about spring experiences if you are interested in hosting.
- **Fall Fundraiser**: Britta Waszak & Tera O'Malley - Registration now open. Register by October 6th for shirts
- **Bylaws**: Britta Waszak - Bylaws have been reviewed and sent to exec board. After state approves, we will present to membership
- **Green Team**: Kelly Freely - (Details in the most recent Whittier Weekly) Native Plant Area & IL Green Schools Project
- **Family Fun**: Liz Stimes & Sarah Patterson - Back to School Bash, 1st Restaurant Fundraiser 9/26 @Pierce Tavern
- **Masterpiece of the Month**: Liz Berger- open for volunteers! Esp 1st (Richards), 4th (Smitley) & 5th
- **Playground Equipment**: Kari Fredrich - Fall Wishlist fulfilled
- **Playground (special project for intermediate playground)**: Christine Paulik, Shannon David, Kristin Waszak- Proposed Budget & equipment designs available soon, project is moving forward!
- **Reflections**: Christine Paulik & Kelly Parrish - info coming soon! Theme is "I am Hopeful Because…"
- **Spring Fundraiser**: Jenn McDonald & Mary Namestnik co-chairing, working on ideas and open to suggestions!
- **Walking Club**: Sarah Bogaczyk & Kristin Waszak - Sign-up for parent volunteers is open
- **Whittier Wear**: Ashley Papanikolas - Wear & Share (during parent teacher conferences), Fall Online Shop Spirit Wear coming soon!
- **Hospitality**: Ashley Papanikolas & Miranda Moses - 10/18 PTC Staff Dinner Sign-up

Unfinished Business - None

New Business - None

Announcements

- Next Meeting: **Tuesday, Oct 24th at 7:00pm**
- Notice: Date change for April Meeting (April 9th at 7pm) due to a district orchestra conflict (schedule was released after PTA Meeting dates were set)

Time Adjourned: **7:59 pm**

Whittier Elementary School PTA

Financial Statement 07/01/2023 - 08/31/2023

INCOME		08/31/2023	2023 - 2024 BUDGET	DIFFERENCE	NOTES
FUNDRAISING					
	FAMILY FUN NIGHTS	(243.25)		(243.25)	Back to School Bash expenses
	FALL FUNDRAISER		10,000.00	(10,000.00)	
	SPRING FUNDRAISER		10,000.00	(10,000.00)	
TOTAL FUNDRAISING		**(243.25)**	**20,000.00**	**(20,243.25)**	
DONATIONS					
	GENERAL DONATION	165.00		165.00	
	WHITTIER ANGEL	155.00		155.00	
TOTAL DONATIONS		**320.00**	**0.00**	**320.00**	
OTHER INCOME					
	EXTRA DIRECTORIES & ADS	100.00	400.00	(300.00)	
	FUN LUNCH			0.00	
	INTEREST INCOME	14.58		14.58	
	MISC INCOME	46.54		46.54	
	PTA DUES	1,529.50	1,500.00	29.50	
	SCHOOL IMPROVEMENT PROJECTS INCOME			0.00	
TOTAL OTHER INCOME		**1,690.62**	**1,900.00**	**(209.38)**	
**CARRYOVER FROM PRIOR YEAR			20,615.00	(20,615.00)	
TOTAL INCOME		**1,767.37**	**42,515.00**	**(40,747.63)**	
EXPENSES		**08/31/2023**	**2023 - 2024 BUDGET**	**DIFFERENCE**	**NOTES**
ORGANIZATIONAL EXPENSES					
	ACCOUNTING & BANK CHARGES	99.67	150.00	(50.33)	Annual Quicken software fee + stop payment fee
	ANNUAL INCORPORATION DUES		150.00	(150.00)	
	DG PTA COUNCIL DUES		100.00	(100.00)	
	DIRECTORY		600.00	(600.00)	
	~~ELECTRONIC INVOICING~~				Removed from 2023 - 2024 Budget. Remove from F.S. 2024 - 2025
	EXECUTIVE BOARD EXPENDITURES	133.88	300.00	(166.12)	Zoom account + Kindergarten playdate popsicles
	ILLINOIS CHARITABLE STATUS FEE		15.00	(15.00)	
	ILLINOIS PTA PORTION OF DUES COLLECTED		1,100.00	(1,100.00)	
	MEMBERSHIP INCENTIVES & VOLUNTEER APPRECIATION		500.00	(500.00)	
	PARENT EDUCATION EVENTS		250.00	(250.00)	
	PTA BONDING & LIABILITY INSURANCE	355.00	375.00	(20.00)	Annual insurance premium
	PTA COUNCIL DINNER		100.00	(100.00)	
	PTA SUPPLIES	27.99	200.00	(172.01)	
	SITTING		250.00	(250.00)	
	TAX PREPARATION		550.00	(550.00)	
	WEBSITE		350.00	(350.00)	
	WELCOME AND SUPPORT		500.00	(500.00)	
TOTAL ORGANIZATIONAL EXPENSES		**616.54**	**5,490.00**	**(4,873.46)**	
SCHOOL EXPENSES					
	GREEN TEAM		1,500.00	(1,500.00)	
	GUIDED READING		1,500.00	(1,500.00)	
	~~HOSPITALITY~~				Removed from 2023 - 2024 Budget. Remove from F.S. 2024 - 2025
	PRINCIPALS FUND		500.00	(500.00)	
	~~STAFF APPRECIATION WEEK~~				Removed from 2023 - 2024 Budget. Remove from F.S. 2024 - 2025
	HOSPITALITY & STAFF APPRECIATION	89.10	1,900.00	(1,810.90)	Yard sign for Staff Appreciation Week 2024
	TEACHER & STAFF RECOGNITION		3,000.00	(3,000.00)	
TOTAL SCHOOL EXPENSES		**89.10**	**8,400.00**	**(8,310.90)**	
STUDENT EXPENSES					
	AUTHOR FEST		1,200.00	(1,200.00)	
	BIRTHDAY BOOKS		800.00	(800.00)	
	CLASSROOM PARTIES		700.00	(700.00)	
	CLASSROOM PLAYGROUND EQUIPMENT		550.00	(550.00)	
	FALL FUNDRAISER 2024		1,300.00	(1,300.00)	
	FAMILY FUN	1,000.00	1,000.00	0.00	Back to School Bash expenses
	FIELD DAY		150.00	(150.00)	
	FIELD DAY LUNCH		1,650.00	(1,650.00)	
	FIELD TRIPS	291.96	4,000.00	(3,708.04)	Field trip bus expenses
	FINE ARTS FIELD TRIP		4,000.00	(4,000.00)	

	FUN FAIR		1,500.00	(1,500.00)	
	~~ICE CREAM SOCIAL~~				Removed from 2023 - 2024 Budget. Remove from F.S. 2024-2025
	LRC MAGAZINE SUBSCRIPTIONS		500.00	(500.00)	
	MATH & SCIENCE NIGHTS		400.00	(400.00)	
	MISCELLANEOUS STUDENT EXPENSES		450.00	(450.00)	
	MONTHLY MASTERPIECE		200.00	(200.00)	
	PROGRAMS & ASSEMBLIES		4,000.00	(4,000.00)	
	REFLECTIONS		50.00	(50.00)	
	SAFETY PATROL	119.60	1,000.00	(880.40)	
	SCHOLARSHIP		2,000.00	(2,000.00)	
	SUMMER MATH CLUB		200.00	(200.00)	
	TAKE HOME FOLDERS K-6	439.35	700.00	(260.65)	
	VARIETY SHOW		1,975.00	(1,975.00)	
	WALKING CLUB		300.00	(300.00)	
	WRECK		0.00	0.00	
TOTAL STUDENT EXPENSES		**1,850.91**	**28,625.00**	**(26,774.09)**	
UNBUDGETED EXPENSES					
	SCHOOL IMPROVEMENT PROJECTS		0.00	0.00	
	TEACHER WISH LIST		0.00	0.00	
	WHITTIER ANGEL EXPENSES	1,871.61	0.00	1,871.61	School Supply Kits
TOTAL UNBUDGETED EXPENSES		**1,871.61**	**0.00**	**1,871.61**	
TOTAL EXPENSES		**4,428.16**	**42,515.00**	**(38,086.84)**	
NET INCOME		**(2,660.79)**	**0.00**	**(2,660.79)**	

82,239.03	**Cash Balance 08/31/2023**
(3,540.18)	*Less Family Fun*
(472.62)	*Less Wreck*
(6,870.96)	*Less Money earmarked for School Improvement Projects*
(320.00)	*Less Money earmarked for Green Team / Butterfly Garden*
0.00	*Teacher Wish List Approved*
(38,086.84)	*Less Approved 2023 - 2024 Expenses not yet paid*
32,948.43	**Net Available Cash Balance 08/31/2023**