★ WHITTIER ELEMENTARY SCHOOL PTA: GENERAL MEETING ★

Meeting Date: **Tuesday, Feb 13, 2024**

Roll Call/Attendance: Michael Krugman, Britta Waszak, Christine Paulik, Catherine Hazen, Carol Avila, Maggie Kurcz, Kari Fredrich, Susan Ourada, Katie Porter, Di Ander, Katie Porter, Jenny Maslowski, Ashley Papanikolas, Michelle Ricca, Kelly Parrish, Cheryl Lyons, Debbie's iphone

Meeting Call to Order: 7:04pm

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 Dec Minutes: Motioned, seconded (no edits) - approved.

Guest Speakers: (5th Grade) Mrs. Lyons thanked the PTA for everything they do for teachers, especially the most recent meals during Parent Teacher Conferences. Fifth graders are currently exploring the Constitution in their Benchmark magazines and engaging in many meaningful conversations. They are also exploring different perspectives in essays, as well as developing a thesis in writing. State projects have been going very well - make sure to visit the students' state floats at the open house later this spring!

Treasurer's Report - Carol Avila

- **Current Financials** - as of 1/31/24 were presented (attached to the end of these minutes)
  - Looking at our projected spending, we anticipate to have a net available cash balance of $46K (not including Spring Fundraiser). Reminder: $43K is the minimum amount of reserves we want to have (approximately 1 year's budget) to follow best practices, so we are on track.
- **Send Budget Changes:** The Board will be meeting in March to draft next year's budget - any committee(s) that needs to adjust their budget, please contact Carol at treasurer@whittierschoolpta.org by February 26th

Secretary's Report - Maggie Kurcz

- **Membership Update:** 219 Members (9 higher than last year's record number); 80% of families are Members. Higher Membership = more engaged families, which is better for our kids and school!
- **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 President's Report - Catherine Hazen & Jenny Maslowski - None

Co-Presidents Report - Christine Paulik & Britta Waszak

- **Open Exec Positions:** Co-Vice Presidents, Treasurer
- **Open Committees** - All committees are filled!
  - Experience Committee could use some assistance, please contact Julie Orozco if you are able to help (juliembaker@gmail.com)
- Board of Education Meeting - Whittier School Spotlight: Mr. Krugman, Whittier Student Council and Whittier PTA presented at last night's BOE meeting.
- The PTA received many 'thank you' notes from teachers for the appreciation during the holidays.

Principal's Report - Mr. Krugman

- Mr. Krugman thanked the PTA for the wonderful parent-teacher conference meals.
- **Board of Education (Whittier Spotlight)**: Led by Mr. Miller, our student council did a fantastic job presenting at the BOE meeting. It was also great to see all of the accomplishments of the PTA!
- **Jaguar Jackpot:** Theme is kindness, students can earn extra tickets by making kindness the norm.

- **Building Safety**: A reminder that all visitors need to buzz into the office. Parents/volunteers should not let others in the building, even if you know them. For the safety and security of students, only the front office should allow others in the building.
- **Second trimester** is coming to an end on Feb 29th (yes, leap year!), reminders:
  - Tuesday, March 19th: school will be *in person (no remote)*, as buildings will not be a polling place
  - Friday, March 1st (Teacher Institute Day) - no school
- **Kindergarten Round-up**: will be on Wednesday, March 14th, spread the word!

Committee Reports -

- **Afterschool Programs**: Language Labs Spanish begins 2/14, Young Rembrandts 2 make-up classes 2/23 & 3/19, BAM began 2/8, Chess Session 3 begins 3/14, sign-up coming soon
- **(Spring) Experiences**: ideas due early March to go live week of 3/18
- **Fun Fair**: Was a success - Thank you to Lindsay Monco for many years of coordinating this!
- **Family Fun Event**: 3/3 @Rocket Ice Arena 3:30-5pm Free; skate rental $4
- **Family Fun Restaurant Fundraiser**: 2/20 McTeacher Night 5-7pm@ *225 Ogden* McD's 20% to PTA
- **Fun Lunch**: Thank you to Stacy Klepper and Lori Achilles for many years of leading this!
- **Reading Games**: 2/24, good luck to the Whittier teams!
- **Reflections**: 3 entries moving on to State, good luck to those students!
- **Spring Fundraiser**: Tickets available March 4th for 4/20 event, early bird (March 4-10) are $55, after March 10th $65, staff/teacher rate is $40. There are still sponsorship opportunities, please reach out if you or a business you know may be interested.
- **Staff Appreciation**: First week of May, the committee is working on theme, etc.
- **Variety Show**: Was a huge success! Thank you to Melissa Rausch for her leadership for many years!
- **Welcome & Support**: Mitten Program - committee thanks everyone who took a mitten and helped other families during the holidays.
- **Whittier Wear:** Spring orders will be open in March, get those grade-level field day t-shirts! Pajama pants that were on backorder in fall were delivered today.

Unfinished Business - None

New Business - None

Announcements

- Next Meeting: **Tuesday, April 9th at 7:00pm** (Next year's board will be nominated)

Time Adjourned: **7:42pm**

Whittier Elementary School PTA

Financial Statement 07/01/2023 - 01/31/2024

INCOME	01/31/2024	2023 - 2024 BUDGET	DIFFERENCE	NOTES
FUNDRAISING				
FAMILY FUN NIGHTS	8.53		8.53	Payment for Winter Family Fun Event ($900.00)
FALL FUNDRAISER	16,484.82	10,000.00	6,484.82	
SPRING FUNDRAISER	(1,675.00)	10,000.00	(11,675.00)	Deposit for Spring Fundraiser
TOTAL FUNDRAISING	**14,818.35**	**20,000.00**	**(5,181.65)**	
DONATIONS				
GENERAL DONATION	3,947.30		3,947.30	
WHITTIER ANGEL	830.00		830.00	
TOTAL DONATIONS	**4,777.30**	**0.00**	**4,777.30**	
OTHER INCOME				
EXTRA DIRECTORIES & ADS	135.00	400.00	(265.00)	
FUN LUNCH	(1,461.75)		(1,461.75)	Underfunded for the Fall/Winter session
INTEREST INCOME	53.00		53.00	
MISC INCOME	593.69		593.69	
PTA DUES	2,518.50	1,500.00	1,018.50	
SCHOOL IMPROVEMENT PROJECTS INCOME			0.00	
TOTAL OTHER INCOME	**1,838.44**	**1,900.00**	**(61.56)**	
**CARRYOVER FROM PRIOR YEAR		20,815.00	(20,815.00)	
TOTAL INCOME	**21,434.09**	**42,715.00**	**(21,280.91)**	

EXPENSES	01/31/2024	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	0.00	Annual dues
DIRECTORY	598.79	600.00	(1.21)	DirectorySpot subscription + Paper Directories
~~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	0.00	
ILLINOIS PTA PORTION OF DUES COLLECTED	1,099.00	1,100.00	(1.00)	IL PTA Dues as of end-December
MEMBERSHIP INCENTIVES & VOLUNTEER APPRECIATION	408.16	500.00	(91.84)	Car magnets and other membership items
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	506.66	550.00	(43.34)	Tax preparer for SY 2022-2023 taxes
WEBSITE		350.00	(350.00)	
WELCOME AND SUPPORT		500.00	(500.00)	
TOTAL ORGANIZATIONAL EXPENSES	**3,344.15**	**5,490.00**	**(2,145.85)**	
SCHOOL EXPENSES				
GREEN TEAM	130.00	1,500.00	(1,370.00)	Front planters
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	569.10	1,900.00	(1,330.90)	Yard sign for Staff Appreciation Week 2024 + Holiday Luncheon
TEACHER & STAFF RECOGNITION	2,850.00	3,000.00	(150.00)	Holiday gifts
TOTAL SCHOOL EXPENSES	**3,549.10**	**8,400.00**	**(4,850.90)**	

STUDENT EXPENSES				
AUTHOR FEST	1,200.00	1,400.00	(200.00)	Budget reflects $200mm increase approved on 10/24
BIRTHDAY BOOKS		800.00	(800.00)	
CLASSROOM PARTIES	229.84	700.00	(470.16)	Halloween party reimbursements
CLASSROOM PLAYGROUND EQUIPMENT	370.06	550.00	(179.94)	New playground equipment
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	802.92	4,000.00	(3,197.08)	Field trip bus expenses
FINE ARTS FIELD TRIP	2,817.00	4,000.00	(1,183.00)	Ballet Legere Nutcracker (all school field trip)

	FUN FAIR	1,241.65	1,500.00	(258.35)	Fun Fair expenses. Fun Fair has additional $330 budget from Spring 2023 Experience
	~~ICE CREAM SOCIAL~~				Removed from 2023 - 2024 Budget. Remove from F.S. 2024-2025
	LRC MAGAZINE SUBSCRIPTIONS		500.00	(500.00)	
	MATH & SCIENCE NIGHTS	69.31	400.00	(330.69)	
	MISCELLANEOUS STUDENT EXPENSES	78.17	450.00	(371.83)	Stickers for Walk / Bike / Roll to School Day
	MONTHLY MASTERPIECE	114.92	200.00	(85.08)	Supplies for Masterpiece of the Month
	PROGRAMS & ASSEMBLIES		4,000.00	(4,000.00)	
	REFLECTIONS	50.00	50.00	0.00	
	SAFETY PATROL	119.60	1,000.00	(880.40)	Belts and badges
	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	1,292.50	1,975.00	(682.50)	Expenses include videographer, Tivoli rental, programs, etc.
	WALKING CLUB		300.00	(300.00)	
	WRECK		0.00	0.00	
TOTAL STUDENT EXPENSES		**9,825.32**	**28,825.00**	**(18,999.68)**	
UNBUDGETED EXPENSES					
	SCHOOL IMPROVEMENT PROJECTS	4,318.59	0.00	4,318.59	Two-way radios for staff
	TEACHER WISH LIST	4,729.61	0.00	4,729.61	
	WHITTIER ANGEL EXPENSES	1,871.61	0.00	1,871.61	School Supply Kits
TOTAL UNBUDGETED EXPENSES		**10,919.81**	**0.00**	**10,919.81**	
TOTAL EXPENSES		**27,638.38**	**42,715.00**	**(15,076.62)**	
NET INCOME		**(6,204.29)**	**0.00**	**(6,204.29)**	

78,695.53	**Cash Balance 01/31/2024**
(3,791.96)	*Less Family Fun*
(472.62)	*Less Wreck*
(2,552.37)	*Less Money earmarked for School Improvement Projects*
(450.00)	*Less Money earmarked for Green Team / Butterfly Garden*
(60.39)	*Less Teacher Wish List Approved*
0.00	*Less Fun Lunch*
(15,076.62)	*Less Approved 2023 - 2024 Expenses not yet paid*
(10,000.00)	*Less Money earmarked for Intermediate Playground*
46,291.57	**Net Available Cash Balance 01/31/2024**