HEREFORD MIDDLE SCHOOL

PTA MINUTES

November 11th, 2008

I. CALL TO ORDER

Catherine called the Executive Board meeting to order at 6:01.
In Attendance: Catherine Webb, Cindy Kobbe, Suzette Nozick, Cindy Sheffield, Cathy Walrod, Kimberly Funk, Pat MacNabb, Carrie Aitken, Douglas Eber, Joyce Kozlowski, and Deb Westwater

II. READING OF THE MINUTES

The October minutes were reviewed by members and approved with corrections.

MOTION: KIMBERLY MADE A MOTION FUNK TO APPROVE THE MINUTES AND IT WAS SECOND BY CATHY WALROD.

III. TREASURER'S REPORT

- Deposit's to the account in October totaled $22,830.22
- Checks and payments for the month totaled $2,629.55
- The register ending balance was $33,604.94
- Direct Donations total $17,170.00 to date.
- The current balance as of November 11th is $32,711.44.

MOTION: A MOTION WAS MADE BY CINDY SHEFFIELD TO APPROVE THE BUDGET REPORT. IT WAS SECONDED BY KIMBERLY FUNK.

IV. PRINCIPAL'S REPORT

- Next week is American Education Week. Parent visits have been staged to facilitate the parking situation. The Sixth Grade parents visits are divided by Social Studies teachers: Mrs. Surenda's students are on Monday, Mrs. Diven's students are Tuesday and Mr. Medwin's students are Wednesday. Seventh

Grade parents are on Wednesday and 8th Grade Parents are on Thursday. Parents are welcome to visit the school any day that their schedule permits that week, but the suggested schedule will reduce parking problems. Career Day will be on Friday with Debbie Phelps as the Key Note Speaker, *It was suggested that this presentation be video taped. Plans are in place to follow-up on this idea.* 70 other professionals will also provide students with information about their respective careers.

- Keith Norris will be taking a Leave-of-Absence to be a Stay-at-Home Dad. Mr. Norris has been the Instructor in the Self-Contained Classroom for over 12 years. This will be a great loss to HMS, but the faculty and staff are happy for him and his wife. Mrs. Norris is the Principal at Lansdowne. Ms. Dorothy Badami will be the instructor for the Self-Contained Classroom.
- Report cards will be distributed on Monday, November 17th.
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V. TEACHER'S REPORT

- Mrs. McNabb requested a list of teachers who have not paid their PTA dues.
- The teachers have inquired about membership cards for those who have paid.
- The Turkey Trot will be held on November 24th, with a Rain date of November 25th.
- Lilly Richardson has requested several items for the Guidance Department.

VI. PRESIDENT'S REPORT

- HMS PTA received a check from the 7th District PTA for Graul's Receipts for $90.40.
- Jennifer Belgin reports:
  - Receiving 754 members out of 915 families at the school for a participation rate of 85%.
  - Direct donations of $18,100 have been received which is 40% of $50 from 915 families or $45,750.
  - 301 out of 915 families have participated toward our goal Direct Donation goal.

VII. VICE PRESIDENT'S REPORT

- Cindy reported there were no updates for this meeting.

VIII. COMMITTEE REPORTS

Directory Committee:

- The directories are being delivered tonight.
- New features to the directory include, art by GT Art Student, Jenny Jang and there are detailed right-ups about each school club.

Hospitality Committee:

- The Committee is all set for American Education Week.
- There were just some questions about arrangements for Career Day, which will be resolved this week.

IX. NEW BUSINESS

- Douglas Eber has agreed to work on providing 12 picnic tables for the school for his Eagle Scout project. Mrs. Stemler made a request for these tables last spring. Douglas has been in the process of putting together a proposal and finding the resources to complete this project. He has selected a design to provide 8-foot tables similar to those in the Pretty Boy Recreation Area. He has proposed to provide six table for the HMS Court Yard Area and six tables for other areas on the school grounds. He estimates the completed tables will have a value range of $3,600 to $9,600. He is contacting Home Depot to get estimates for the lumber, and estimates it will cost between, $1,200 to $1,400. He asked if the PTA would be willing to pay for the lumber and other miscellaneous building materials. Douglas will provide the PTA will a quote after he has talked to Home Depot.

A MOTION WAS MADE BY KIMBERLY FUNK TO PAY FOR THE MATERIALS. MRS. MCNABB Seconded THE MOTION.

- Mrs. Richardson from the Guidance Department requested funding for the following items:
  - "How to Get the Most out of High School" booklets $342.65
  - Positive Promotions during Red Ribbon Week promoting Healthy lifestyles $628.91
  - "The Character Chronicles" (Series of 6 DVDs) $359.50
  - Cost of buses for the 5th Graders to visit HMS in the spring (*A current HMS PTA Budget Line Item) $550.00*

The total contribution would be $1331.06 since the buses are already a line item.

KIMBERLY FUNK MOTIONED TO APPROVE THE EXPEDITURE. SUZETTE NOZICK SECONDED THE MOTION.

- Carrie Aitken from the Art Department reported on the tremendous success and the many uses the Art Department has found for the flex camera the PTA purchased last year. She also presented a request to purchase one more Dell 1409 X projector for $649.00 and an Inspiron 1525 laptop for $599.00, because the teachers are juggling to obtain access to the two systems that are currently available. The incredible price was made available by some Ms. Peterson knows.

  There was a discussion about how to maximize the incredible price break offered to the Art Department, but manage PTA funds equitably for all requests presented to the Board. Mrs. Walrod offered to pay for the Guidance Department requests, allowing the PTA to provide more funds thus maximizing the Art Department's discount opportunity. A proposal was made to purchase two projects and two laptops at a total cost of $2496, since Mrs. Walrod will pay for the Guidance Departments $1331.06 request. This would result in the PTA spending the same amount of money requested, and provide each Art Teacher with their own flex camera system.

CINDY KOBBE MOTIONED TO CARRY THE PROPOSAL FORWARD. DEBBIE WESTWATER PROVIDED A SECOND TO THAT MOTION.

- Mrs. McNabb requested t-shirts for the Turkey Trot. The total cost of the shirts is $625.00.

JOYCE KOZLOWKI MOTION TO PROVIDE FUNDS. MRS. WALROD SECONDED THAT MOTION.

No additional New Business was presented.

X. OLD BUSINESS

No Old Business was discussed

XI. ADJOURNMENT

- The meeting was adjourned at 6:50
- The next meeting will be held on December 2nd at 6 pm Hereford Middle School (teacher's lounge)