

**WESPTSA Meeting Minutes**  
**February 9, 2017**

Attendees: Michelle E, Tala E, Emily B, Melissa I, Craig D, Chad S, Greg T, Sean B, Angie H, Danielle K, Camilla F, Christine H, Bron C, Lisa H.

1. Regular Business.
  - a. Welcome and Introductions. Emily
  - b. January Minutes. Emily
    - i. Michelle motioned, Craig second. Approved.
  - c. January Treasurer's Report November. Emily
    - i. Chad running late, will come back to this.
2. Events/Activities Calendar.
  - a. Used Book Sale. Michelle noted that Heather G will be taking this over, but she cannot attend the meetings. Will be using a signup genius to get volunteers, will be going out soon. Five or more book donations enter a child into a drawing. Groovy Donuts donated prizes.
  - b. Family Reading Night. Melissa gave update - all is going well, locating speakers, have prizes, will send out a signup genius as well. 3/17. Angie H also noted we'll have the ceramics show too.
  - c. Parent Info Night. Michelle noted that we may not have a speaker for the NIESA presentation, maybe check out the Red Cross. Handed out flyer for the April Info Night - we have 22 different summer programs coming. Discussed possible Chamber blast emails to publicize event. Middle school newsletter as well.
  - d. Ice Cream Social. Michelle noted this was in May and we need someone to take this over next year. Discussed ways to target membership, increase participation, and get people interested in some of these roles that need filling. For this event need 1 central person to coordinate, but could split other parts of it into 5 sub-coordinator roles.
  - e. Summer Reading Program. Angie H. Maybe rename this to the Hornet Book Club to avoid confusion with any CADL programs. Currently teachers being surveyed to find books. Once chosen the kids will pick up a book, read/return it in the fall and participate in a book club discussion. Will need a parent volunteer to coordinate books-kids.
  - f. Box Tops. Amy/Jamie absent, but they've been giving updates via Facebook. Next collection date is 02/17.
3. Treasurer's report. Chad
  - a. Reviewed handouts with financial breakdown.
  - b. Noted we have 3 new members since last meeting.
  - c. About \$1500 - paid out in grade level grants.
  - d. About \$3000 - deposited from Box Tops.
  - e. Wharton reimbursements coming soon.

- f. Craig noted some teachers have emailed him regarding what they did with the grade level grant - ie. Discovery - new books for the classroom. Touched on Arts Integration use of money as well. Per PTSA fund distribution policy teachers/schools must notify the PTSA either in writing or orally at a meeting, what the money was spent on.
4. Communication. Emily.
  - a. Discussed newsletter, Facebook page/group. Discussed targeted emails to the membership.
5. Succession planning. Craig.
  - a. We still need a VP For next year.
  - b. Also need someone to take over the Ice Cream Social next year.
  - c. Need to check Bylaws to see if Board members need children in the school.
6. President of WCS School Board Presentation. Greg T.
  - a. See handout.
  - b. Discussed - who he was, his role, and the role of the school board (policy). Noted that since 2013, the Board is made up of all new members.
  - c. Discussed Superintendent search that is underway. Currently accepting resumes, around 02/16 they will announce who they will interview. Interviews are done in an open meeting. Public is welcome to attend. Aiming to have a new Superintendent by mid-March. Board is conducting the search themselves, did not hire a firm to do this for them.
  - d. Also touched on the new website and weighted GPAs for AP courses at HS.
7. Fundraising goal targets for 2017-2018. Emily/Craig
  - a. Explained that in the past the Fun Run money was split 50/50 between arts and technology. Opened up discussions to see if this allocation was still working, should funds be distributed in a different way?
  - b. General discussion amongst group - what did the teachers want? What works for the school? Still have a great need for technology funds (next year the Williamston Grant will be shifting away from tech support, so the schools will have a gap in funding for tech). Discussed sending out a broader survey to gather teacher/parent opinions. Bron noted that teachers, at least at Discovery, still want funds for tech. They use it extensively in the classroom - Chromebooks, software/programs - RAZ kids, extra math practice, etc.
  - c. Craig - noted we may want to form a committee (grant writing) to look for outside grants to supplement tech funds for the school.
  - d. Discussed the idea that we would like money to be spent in the same school year as it is raised (as reasonably possible). Try to spend funds by May, to give it all back to the schools. Both schools noted that they should be on track to spend all the funds available.
  - e. Discussed maintaining \$30,000 in the bank as operating expenses - best practice.
  - f. Discussed Ice Cream Social, which is in May and raises about \$6,000. Discussed realistic possibility of schools spending that money by the end of the

year. We're not required to get the money off the books, and teachers noted it would be difficult to try and spend money in that last month of school, there's a lot going on. Maybe spend it at the very beginning of the next school year.

8. Engaging membership list. Emily
  - a. Survey membership? Get people involved.
9. Board duties/responsibilities. Emily
  - a. Review Bylaws regarding Board descriptions.
10. Open discussion.
  - a. Michelle asked about the water fountains? Delta Dental grant still pending. Maybe we can put the Ice Cream Social money toward new fountains. Cost about \$450 for the fountains and about \$100 a year in filters/maintenance cost.
11. Adjourn - Michelle motioned, Chad second. Passed.