

WESPTSA Meeting Minutes
May 11, 2017

Attendees: Craig D, Tala E, Michelle E, , Lina C, Emily B, Emily S, Christine H, Sara E, Danielle K, Angie H, Camilla F, Lynette P, Amy C, Erin F, Chad S, Mrs. Durling, Bron C, Mrs. Williams, Kelly C, Jamie R, Beth P, Melissa I

Meeting:

1. Regular Business.
 - a. Welcome and Introductions. Craig D.
 - b. April Minutes. Michelle motioned, Chad second. Minutes approved.
 - c. April Treasurer Report. Chad.
 - i. See enclosed highly professional color powerpoint.
 - ii. Need better plan to spend money in the year it is collected.
 - iii. Need to seek reimbursement for expenses closer to time of money being spent.
 - iv. Michelle motioned, Angie second. Report approved.
2. Fund distribution/spending policy. Craig
 - a. See enclosed handout.
 - b. Goal is to spend money in the year it is donated and to force early planning on spending. Better accountability and reporting back to membership about how funds are spent.
 - c. Need better communication with the schools on what money is being spent on. Would also give teachers greater flexibility and ease in spending.
 - d. Changes to policy as written-
 - i. Teacher Grants - provide each teacher (not grade) with \$125.
 - ii. Insert deadline for submission of reimbursements - May 1.
 - e. Motion to approve spending/reimbursement policies with above-noted changes- Angie, Sara second. Approved.
3. Events/Activities calendar recap and updates. Craig
 - a. Ice Cream Social. Michelle.
 - i. Event went well. Brought in about \$6,685. This gives us enough to replace all the water fountains in the schools. A parent owns a business that can purchase fountains at cost which will save us a lot of money.
 - b. Teacher Appreciation Lunch (May 26). Camilla
 - i. Will be sending out volunteer email soon, mainly just requests for donations and that fills up quickly.
 - c. Arts Int - Wharton. Angie.
 - i. Gave a very detailed powerpoint presentation regarding what the arts integration money (\$8K total) was used on in both schools. Went through each grade level and highlighted what was done - art projects, dances/performances, field trips, artist experiences in the classroom, etc.

4. Communication.
 - a. Newsletter. Emily- Going well, may send one more out to wrap up the year, other than that we're good till August.
 - b. Annual Report and letter to member. Craig- See enclosed draft of annual report to membership highlighting - PTSA events, fundraisers, membership, etc.
5. Events for 2017/2018* (votes). Craig
 - a. 2017/2018 Board
 - i. President - Emily Bouck
 - ii. Vice President - Lina Chapman
 - iii. Treasurer - Chad Schafer
 - iv. Secretary - Melissa Indish
 - v. Student Liaison - empty
 - vi. **Michelle motioned and Angie second, all approved.**
 - b. Events
 - i. Fall Festival/pumpkin sale
 - ii. Family Reading Night
 - iii. Holiday Sale
 - iv. Parent Info Night
 - v. Math Night
 - vi. Mileage Club
 - vii. **Angie motioned and Camilla second, all approved**
 - c. Fundraisers
 - i. Fund Run - general fund
 - ii. Ice Cream Social - general fund
 - iii. Box Tops/DW receipts - general fund
 - iv. Used Book Sale - new library books
 - v. Pumpkin Sale - gardens until paid off, then general fund
 - vi. Flower Sale - gardens until paid off, then general fund
 - vii. Directories - general fund
 - viii. Holiday Sale - general fund
 - ix. **Angie motioned and Emily B second, all approved**
 - d. Funding
 - i. Wharton: \$8,000 - Chad motioned, Angie second. Approved.
 - ii. Fund Run: \$3,500 - Michelle motioned, Chad second. Approved.
 - iii. Teacher Grants: \$125/each - Emily motioned, Chad second. Approved.
 - iv. Enrichment: \$1,250/per school - Michelle motioned, Chad second. Approved.
 - e. Discussion regarding additional cost to teachers for professional development opportunities, specifically Wharton Center- Arts projects/teams. Michelle **motioned** - for teachers that participate in the Wharton Center- Arts projects/teams - provide them with an additional \$125 for their classroom. Sara E second. Approved.
6. Adjourn. Emily motion, Chad second. Approved.