

Winterset Elementary School PTA Meeting Minutes—DRAFT
May 14, 2013

Present: Janet Temple, Jen Tonapi, Sara Mudd, Joan Baker, Theresa Tracy, Ken Smith, Molly Bean, Kim Bullinger, JoEllen Cline, Gail Nelson, Mrs. Gresock, Diane Flinders and Jenny Hund

- I. **Call to Order**—Joan Baker called the meeting to order at 6:32 pm in the Winterset Library.
- II. **Approval of the April 2013 minutes**—Motion to approve by Janet Temple, second by Joan Baker.
- III. **Treasurer’s Report: Updates and Fund Analysis (Annual Audit?)**—Janet Temple reported that we received money from Donatos (\$100.00) and Texas Roadhouse restaurant night (\$28.79). There were two disbursements: one for childcare (\$30.00) and one for Pat Bullinger for Science Club (\$12.02). Balance as of May 14, 2013 is \$8,009.73. Janet will contact Mary (last name?) who performs the audit each year. The audit is typically completed in August. Joan Baker reminded attendees that the current and newly elected treasurers will need to go to the bank to transfer the names on the PTA account for the 2013-2014 school year. She also said there was a good article on preparing for your financial review in the PTA magazine.
- IV. **Principal’s Report**—
 - i. Field trips: The first graders have a field trip to Slate Run on May 15. On May 16, the Kindergarteners are going to Graeter’s Ice Cream. Also on May 16, the fourth graders are going to Cincinnati to the Freedom Center.
 - ii. The Fun Fair is scheduled for May 17 and the Fifth Grade Recognition and Promotion Ceremony is scheduled for May 28 at 7:00 pm at Winterset.
 - iii. Playground: We do not have to bid it out because there is only one distributor for Little Tikes in Ohio. We can move forward with planning and purchasing the equipment. Mrs. Tracy estimates that the school will have approximately \$15,000 to put toward the playground. She asked that the PTA try to put \$2,000 toward the purchase of equipment. Joan Baker reported that she picked up the check for the grant that the PTA received from Tanger Outlets. The check was for \$2,900, bringing the total budget to roughly \$20,000 for the playground equipment. Mrs. Tracy reported that it was too late in the fiscal year to do a purchase order, but she can do one effective for July 1, 2013. If we do this and can order and schedule set-up dates, we might be able to have the playground up before school starts in August. Ken Smith reminded attendees that we would like to have a parent construction volunteer day over the summer, where the company provides leadership on installation, to help reduce the set-up costs of the equipment. Joan Baker reminded attendees that as part of the Tanger grant, we need to include planting of shade trees. This would be a good way for kids to get involved. Tanger will want a report—a short survey of how the grant was used and the benefits to our school, etc.
- V. **Election of PTA Officers for 2013-2014**—

- a. There are no contested positions. We do not have a co-treasurer. Joan spoke to PTA person, who said that she thought we could appoint a co-treasurer in the fall if there are no volunteers tonight. Attendees unanimously approved to elect the following slate of candidates:
 - i. President: Ken Smith
 - ii. Vice President: Diane Flinders
 - iii. Treasurer: Janet Temple
 - iv. Co-Treasurer: None at this time
 - v. Secretary: Molly Bean

- VI. **Teacher Appreciation Week**—Joan Baker reported that it went well (week of May 6).
- VII. **Winterset Scholarship Committee**—Mrs. Tracy reported that there were four applicants, but only two were eligible. Mrs. Tracy, Sara Mudd, Joan Baker and a teacher will serve on the committee. We will schedule a date to select the winner. The scholarship is given out at the Fifth Grade Recognition (May 28).
- VIII. **End of Year Activities:**
 - a. May 17 – Fun Fair
 - b. May 21 – Skating Party from 6-8 pm. Tickets will be sold during the Fun Fair and at the door.
 - c. May 28 – Fifth Grade Recognition (J. Teeters and J. Cline)
 - i. JoEllen Cline reported she has five volunteers. Fliers were sent home with fifth graders last week. Will send another reminder home in Friday folders on May 24. DVD of photos of kids is finished. Not charging PTA for copies. Ordering cupcakes and water bottles. Programs are completed. Yvette McGee Brown will speak to kids for roughly 10 minutes and will stay for the awards portion of the ceremony. Preparing small gift bags. JoEllen will give receipts to
- IX. **COSI on Wheels**—Gale Nelson reported that we got our first choice of COSI programs scheduled for Thursday, October 17: Exploring Ecology. Mrs. Burke is excited because it will tie in nicely with curriculum.
- X. **Science Club**—Kim Bullinger reported that the first year of science club went really well. The graduate students have committed to volunteering for the 2013-2014 school year. We may be able to expand science club to younger grades. Pat Bullinger might possibly be willing to lead Lego League. Mrs. Tracy said that the materials are with a parent volunteer currently, so we will need to get them back. Should split 1-2 graders, then a group of 3-5 graders. Ideal group size is about 10 kids.
- XI. **Adjournment**—Motion by Sara Mudd, second by Diane Flinders. The meeting adjourned at 6:55 pm.
- XII. **Next Meeting: 2013-2014 PTA Summer Officer Meeting (tentative date is July 9, 2013)**