PTSC Meeting

9/16/15

Board of Directors Present:

Tina Harvey-PTSC President
Julie Spangler-PTSC Vice President
Amy Parrish-PTSC Treasurer
Erin Mendoza-PTSC Secretary
Angie Dorr, Board Member
Amy Farr, Board Member

The meeting minutes, agenda, 2014-2015 school year finance reports were handed out.

Old Business and Approval of Minutes:

The PTSC meeting minutes from the August meeting were reviewed with no questions asked. A motion was made to approve the meeting minutes by Amy Farr and a second by Angie Dorr. A vote was taken and the minutes were unanimously approved.

Welcome:

The new Board of Directors members introduced themselves.

New Business:

1. 2014-2015 Finance Reports

Amy Bergman (Treasurer for 2014-2015) reviewed last year’s (2014-2015) finance reports, including the Budget Summary, Approved Budget, and the Cash Balance Summary. A question was brought up on the net income of the Silent Auction last year (indicated at $456.78). $8,688.59 was actually made on this event; however the majority of the money was required to be used immediately because of the current waiting status in the 501c3 process.

2. 2015-2016 Budget Review

Amy Bergman reviewed the Board’s proposed budget for the 2015-2016 school year. She explained there are several line items proposed to be deleted. These items are outdated (haven’t been used in
over 3 years) or are now represented by a more specific line item description. It was also proposed to include $100 in the Beautification line to allow for miscellaneous projects done throughout the year (for example, small touch up painting). There was a discussion on the Fall Fright Night and it was agreed that the funds raised by the Haunted House and the rest of the event should be kept separate for 8th grade fundraising reasons. This does not impact the budget or financial reports. In explanation that our final cash balance at the end of the year should be as close to zero as possible (as a non-profit organization), Brook Reed suggested if we ever have a high balance at the end of the year, we look into opening a money market account. A motion was made to approve the proposed 2015-2016 budget by Kristen Kief and a second by Brook Reed. A vote was taken and the budget was unanimously approved.

3. Boy Scout Charter

Boy Scout Troop 505 is a large and active group that is seeking to be included on the PTSC’s charter. This group is made up of boys from all over Kenosha, including KTEC. They would like to hold their meetings at KTEC and will work with our schedule for a suitable regular meeting day. The board unanimously voted to approve this.

4. Volunteer Surveys

The PTSC has reviewed all returned volunteer survey forms. The majority of volunteer committee chairs have been contacted, but all should be contacted by next week with information and lists of parent volunteers in each group. Tina Harvey will get volunteer lists to each front office to allow for staff to help direct parents.

Committee Updates:

1. Finance

This update and report was given during new business.

2. Fundraising

Julie Spangler reminded group that the current Spirit Wear order 1 has a deadline of Saturday, September 19th. Delivery will be during fall conferences. The online ordering seems like a success. Parents should let Julie know if any feedback they have regarding the spirit wear process. Dr. Andersson suggested to add polos to the spirit wear options for staff, as they cannot wear t-shirts.

3. Partnership

Erin Mendoza stated that the PTSC will be updating their section on the KTEC website to update with meeting minutes and other PTSC related information for families. We will also be beginning email blasts soon.

4. Branding Marketing
No information was relayed.

**Principal’s Report**

Teachers are settling in. They are beginning the year off with assessments and getting to know students. Last year’s state testing went really well and information will be posted soon. 4th and 5th graders will be attending a NFL Play 60 event on September 17th at the West campus. A letter went on recently about Readers, AR, and Gold Medal Math. There are currently 975 students, making KTEC the 5th largest school in the district. All families are currently registered!

**Announcements/Comments**

- The popcorn maker and supplies will be used for the upcoming Craft & Vendor Fair. They will replace supplies used.
- Denise Ewing encouraged families to attend the Craft & Vendor Fair on September 26th. The committee is still looking for current 6th and 7th grade parents willing to attend the event to see if they are willing to commit to taking the event of for incoming 8th graders next year. The event is very popular, raises a good chunk of money for participating 8th grade students, and has many pieces already in place for next year.
- Nicole Mayes will get information out to parents at the East campus regarding drop off procedures.
- Heather Waldron proposed a request for the PTSC to purchase supplies for a school-wide t-shirt making event. These t-shirts would be tie-dyed and screen printed. They would be used for field trips, school spirit days, and other school events. She estimated the cost to be approximately $2,000.00-$3,000.00. This cost does not include the t-shirts. The cost amounts to about $1.50 per shirt. It was suggested that for the current school year, 4th and 5th grade parents bring in $2 per student and a shirt to use. For upcoming school year’s it was suggested to include that amount in the field trip fee and add a t-shirt to the school supply list.

The PTSC meeting was adjourned. Our next meeting will be held on Monday, October 5th at 6:30 pm in the West Campus library.

~Meeting Minutes Submitted by Erin Mendoza.