



Westgate Elementary School
PTA General Board Meeting
Tuesday, September 11, 2018
Second General Meeting of the 2018-2019 Fiscal Year

The meeting was called to order at 7:08 pm by Lisa Kusumpa

Role Call & Attendance

Twenty (20) people were in attendance, including all executive committee members, two (2) teachers, the Principal, and Assistant Principal.

Principal's Report - Dr. Carter

- The Back to School Block Party was wonderful and thank you to all involved.
- Everyone is really enjoying the new playground.
- Update on new report cards. New standards based report cards will begin being issued this year. Standards based meaning the child will no longer receive letter grades in elementary school.
- Informational meetings regarding the new report cards will take place at South Middle School on 9/13 at 7 to 8 pm and at Thomas Middle School on 9/18 as well.
- MAP tests (grades 2nd and up), reading assessments and evaluations are being given to any child that is new to the school.
- Any child already enrolled qualifying for Tier 2 & Tier 3 interventions should have started with interventions a week ago and parents were notified. Brand new students will begin those interventions by early October.
- Thank you very much to our membership committee chair getting Directory Spot (school directory) updated in record time.
- Thank you to our Spirit Wear committee as we love the spirit wear that came in.
- Every two years, our parent volunteers that are working with children not within direct sight of teachers must be fingerprinted. Dr. Carter will get clarification as to where to get fingerprinting done, how long and where they are kept on record.

Teacher's Report - Paula Sullivan, Nicolle Mazzola

- Thank you very much hospitality committee for the staff breakfast! Such a great spread and so very appreciated.
- Thank you for buying our dinners at the block party.
- Assessments, as Dr. Carter discussed earlier, are time consuming but help give the teachers a very quick and detailed snapshot as to where the child is as far as needs and their current abilities.

- Thank you very much for getting all of the room reps assigned and even making sure that the specials teachers have the opportunity to have room rep assistance as well.

Treasurer's Report - Julie Carlson

- Reviewing budget, posted 30 days prior to tonight's meeting so that it can be reviewed by all interested parties.
- No longer doing Great Lakes Scrip and this item has been removed.
- Some items were renamed (Trivia Night to a more general name of Parent Game Night)
- Everybody Counts and Art Awareness were eliminated by the district and therefore removed from the budget.
- Field Day is no longer part of our budget however we do include National Walk to School Day
- No longer have a Volunteer Coordinator chair position and has been removed from the budget.
- Low income assistance is also noted within the budget as a line item. A low income family can request financial assistance for any PTA function that requires a payment of any kind. To request this PTA assistance, a family would want to contact the school office.
- The budget comes about from the "Plan of Work" and the "End of Year" reports that the committee chairs are required to fill out by the end of their event or by the end of the school year. Within these reports are the budgets that the committees worked with and required to run their event. That budget data is then compiled and the next year's budget is formed from the amount spent per committee the previous year. Therefore, the "Plan of Work" and the "End of Year" reports are both extremely important pieces of information.
- Vote to approve the 2018-2019 budget
 - Motion to approve budget - Christine Naunheimer
 - Second - Michelle Harris
 - Vote - 20 Ayes/0 Nays
 - 2018-2019 budget passed

Secretary's Report -

- Motion to approve a vote for nominee Trish Kalweit to be voted in as Secretary
 - Motion to approve - Catherine Olson
 - Second - Alexa Marchinski
 - Vote - 20 Ayes/0 Nays
 - Trish Kalweit voted in as Secretary for the 2018-2019 school year
- Review Minutes from May 23, 2018 general meetings
(6th General Meeting of 2017/18 school year and 1st General Meeting of 2018/19 school year)
 - Vote: 20 yays/0 nays - minutes approved

Vice President Ways & Means, Service - Lauren Cruz

- Lauren Rogers - We are looking for a **Picture Day** chair for next year.
- Melissa Lenski - **Orange Ruler Fun Run** is coming up. Kick off on Monday, September 17th. Packets will come home and the requests for donations will be done online for ease of donating. There will be three different runs and they will all take place during the school day. Donations are due October 3rd and the actual run will take place October 4th. If we meet our goal of raising \$20,000, all families will be able to receive free admission to this school year's Fun Fair. Dr. Carter and Mr. Walton will also play a fun game of "Egg Heads" for the kids if our goal is met. Volunteers will be needed for the race day to help with waters, helping students on the field. The Orange Ruler Fundraiser will be in place of the Read-A-Thon this year.
- Alexa Marchinski - **Spirit Wear**. We have partnered with District 25 and Adam Harris in particular has been very helpful in assisting to streamline the process throughout the schools. Westgate uses Lockershop as its Spirit Wear source. The first sale for this year made \$463 - already meeting our profit goal from this very first sale. There will be two more sales coming up. One in Winter where items can be received in time for the holidays and one in Spring 2019. We are currently looking into the possibility of obtaining a discount for the teachers when purchasing Spirit Wear. Please let Alexa know if there are any additional options you would like to see.
- **Westgate Cares** - This year the committee will be chaired by Tracy Recklaus and Bridget Schank. Registration opened on September 10th and numbers are looking good. National Make A Difference Day is on October 27th and will be a Halloween themed event while assisting the Wheeling Township food pantry. More details to come.
- **School supply kits** - All kits have been delivered and we just want to thank the committee, Jaime Parkhouse and Heather Ullrick for handling everything so well. There were some missing items but the company quickly remedied the situation.

Vice President Enrichment & Social - Lauren Rogers

- **Kindergarten Welcoming Committee** - Thank you so very much to committee chair Tara Houx and all involved for all the great activities, the lawn signs, t-shirts and play dates. There will be one more play date coming up in the fall as well.
- **Back to School Block Party** - Thank you to the chair Gina Hammond and our Back to School Block Party committee for a fantastic and fun event on September 7th and we appreciate everyone's efforts so very much.

- Lisa Kusumpa - **Room Representatives**. Room representatives have been assigned to each classroom. We could use one more room representative for both Gabinelli and Duffy so that each Westgate classroom will have two room representatives. We are also posting in the Westgate Weekly that we are looking for volunteers for the music teachers to assist with the music concerts, helping with set up, keeping the kids ready for the concert, etc.
- **National Walk to School Day** - Will take place on October 10th and this year's theme is "Emojin the Possibilities". Routes will be posted beforehand and manned by staffed. This will be a morning with a lot of fun planned to promote getting outside and walking to school.
- Katy Murray - **Chess Club** has already had 36 responses so far to register while the club can accommodate at most 30. A waitlist will be formed based on timestamps and those waitlisted children can be given priority for next year. We will discuss ideas of a lottery system in the future.
- Christine Naunheimer - **Art Club** registration a success at 170 students and each grade filled with no wait lists. This year's Art Club theme will be "Heroes of Art History" which will compliment the PTA Reflections theme of "Heroes Around Us" nicely and will also be a nice theme to take place of Art Appreciation.
- Lauren Rogers - **5th grade committee**. Camp Duncan is coming up on October 1st. T-shirts are all grey and are now available for pre-order. Lauren Rogers, Tracy Marchetti and Julie Carlson will be heading up the 5th grade committee and will be reaching out for volunteers to help with the upcoming act and celebration.
- **Family Activity Night** - Formerly known as Orbit Skate Night (Orbit has since closed). The event will take place on November 18th and will be a family swim time at the Mt. Prospect RecPlex from 5 to 7 pm.

President's Report - Lisa Kusumpa

- Arlington Heights PTA Council Status - Mary DeMaria, current PTA president of South Middle School, will be stepping up to fill in as President of the PTA Council and we thank her along with Catherine Olson as she is South Middle School's President Elect.
- Thank you to Katie Campbell for updating Directory Spot and getting it live in record time.
- We are looking for Committee Chair(s) for both Fun Fair and for the School Board Liaison.
- The PTA Ethical Conduct Agreement will be something that will need to be reviewed and signed by all committee chairs and has already been agreed to and signed by all executive board members.
- Post Event Clean Up in the PTA Office - We would like to see that events are cleaned up within a two week time frame after that committee's event takes place.
- We are in the process of further organizing the PTA Office and will have a more streamlined system of obtaining decorations and necessary items for events. With the new system, all of us will have the ability to locate and utilize the materials that we have available.

New & Unfinished Business

- South Middle School will have its PTA meeting on September 19th and items on the agenda are organizing the 8th grade dance, etc. All interested please come and join in the discussion.
- Michelle Harris - **Sunshine Committee**. Trying to be sure that we don't miss any events, while trying to also maintain privacy for those who do not want information public. Suggested that the committee contact Debbie Wood for the names of the staff on the teacher Social Committee. Catherine Olson notes that, at South Middle School, they are to only celebrate things and welcome new families and are not acknowledging deaths, etc.

Adjourn

Meeting adjourned at 8:12 pm by Lisa Kusumpa.

Secretary: Trish Kalweit*

Reviewed by President on : 9/27/2018

Approved by General Board on : 10/23/18

Secretary: Trish Kalweit

Note: Electronic versions of minutes can be found on the Westgate PTA Website

www.westgatepta.com