



Westgate Elementary School
PTA General Board Meeting
Wednesday, February 13, 2019
Fifth General Meeting of the 2018-2019 Fiscal Year

The meeting was called to order at 7:05 by Lisa Kusumpa, Westgate PTA President

Role Call and Attendance

Twelve (12) members present, including five (5) executive committee members, one (1) teacher and the Assistant Principal

Principal's Report - Scott Walton

- Dr. Carter is currently in Japan and he has been skyping in to reach out to staff and classrooms.
- Thank you to Bridget Schank and Tracy Recklaus for organizing Project Linus. 80 blankets made! Set up in the LMC went very well and smoothly.
- PARCC no longer exists. However, it is now replaced with the IAR (Illinois Assessment of Readiness). Will wait until after spring break to administer and there is still more to be learned about this test from the Illinois State Board of Education.
- Spring conferences will take place on Thursday 3/21 from 8:15 am to 7 pm. And on Friday 3/22 from 8:15 am to 11:45 am.
- Sign up for conferences will be sent out on March 11 at 10 am and will close on March 18th.
- Looking at potential change for next progress reports coming home. Currently they are scheduled to go home March 8 but with the emergency days used, may need to adjust.
- Debbie Wood is retiring. Very difficult shoes to fill. Applications are currently being accepted. Interviewing will be taking place in March 2019.
- No school on Monday - Presidents Day!!

Teacher's Report - Karen Wenzel

- Thank you to everyone for coming out for leadership night. Kids took ownership of the event and enjoyed using their "passports" to show their parents/families around.
- Thank you in advance for our Valentine's day parties!!
- Kids getting used to their snow gear!!

Treasurer's Report - Julie Carlson

- Review of January's budget reconciliation. We are solvent. Reports are there to make it easier for chairs to see how much of their funds are left for their committee to spend.

Secretary's Report - Trish Kalweit

- Review & Vote for Approval of January 14, 2019 minutes
 - Michelle Harris motioned to approve, Lauren Cruz seconds
 - 12 Ayes/0 Nays - Minutes approved
- Revision/Bylaws Committee has met and bylaw update recommendations for 2019-2020 have been made.
 - Committee met on 1/16/19 (Consisting of Bridget Schank, Lauren Cruz, Lisa Kusumpa, Trish Kalweit)
 - Currently await review and input from National PTA level.
At which point we will vote on at the Westgate level at a future general meeting.

Vice President Ways & Means - Lauren Cruz

- **Book Fair - Jennifer Heffernan & Sandra Albu (Lauren Cruz reporting)**
 - Book Fair took place on 1/23 and also during the Open House on 1/24.
 - Very well organized and smooth set up and take down.
 - Excellent turnout and profit goal was met!
 - Time frames will be looked into for next year to coincide smoothly with other activities taking place (i.e. with Kindergarten parent night and Open House).
- **Parent Game Night - Katy Murray reporting**
 - 81 people registered to bowl.
 - Down about 20 to 30 from last year and we don't need to close registration at this point.
 - Some donations for wine pull so far and more coming.
 - Along with the wine pull there will be a 50/50 raffle.
 - Idea of 2 x 4 vinyl 'Westgate PTA' banners came up for advertising at events such as Parent Game Night, etc. Possibility of using Signs by Tomorrow (mention it is for SD25/Westgate Elementary) or Bridge Printing by RJ Stienstra was discussed.
- **Westgate Cares - Tracy Recklaus & Bridget Shank (Lauren Cruz reporting)**
 - Project Linus took place on 2/9/19 in the LMC.
 - Had an excellent turnout and made over 80 blankets!
 - Utilizing the LMC worked out well and many noted that it's nice to be able to work on the floor.
 - Katy Murray mentioned that Jo-Ann Fabrics offered that if we gave them the event information for next year, they would be happy to advertise for fleece donations (along with a collection bin) at their store location. Bridget would just need to reach out to them next year.
- **Staff Appreciation Committee - Michelle Harris reporting**
 - Staff appreciation week coming in May (May 6th through May 10th)

- If anyone would like to lead a sub-committee for the festivities please reach out to Michelle.
- We are good with similar plan as to last year. Could use help with ideas for theme.
- Thinking of doing another coffee gathering to round up volunteers for assistance, decorating.
- Once sign ups go out and theme ideas set up, it tends to get moving well with volunteers.
- **Plant Sale - Tracy Marchetti, Meghan Tiedge & Kelly Dudle (Lauren Rogers reporting)**
 - Looking at a possible date of May 6th. This date looks open per Scott Walton but will need to double check with all of the calendars. Will follow up.

Vice President Enrichment & Social - Lauren Rogers

- **Room Rep Report - Lisa Kusumpa reporting**
 - Valentine's Day parties tomorrow, decorating during lunch tomorrow.
 - Parties start 2:30pm.
 - Volunteers if they can arrive tomorrow 2:20-2:25
 - Getting receipts in for previous parties. Continuing to use up the party funds for each classroom.
 - If any classroom party funds remain at the end of the year, would prefer to use toward something for all of the students.
- **Fifth Grade Committee - Julie Carlson reporting**
 - Food and decoration planning is coming along well.
 - Beverage/Food has met and they are coming up with different boxed/ready to go food ideas from local establishments.
 - 5th grade act began rehearsals week of 2/11/19.
 - Steve Perkins (assistant principal at South) will be in attendance that night.
 - Jill Window will be designing a logo for the event in time for March 4th meeting.
- **Primary/Intermediate Movie Nights - Trish Kalweit reporting**
 - Primary movie night took place on 2/1/19. Good turnout with over 90 kids!
 - Popcorn donated by CMX theater worked out great and eased strain of set up time frame.
 - Intermediate movie night is planned for 3/15/19.
 - One movie planned in the Commons for the 3 & 4 graders and one movie in the gym for the 5th graders.
 - The committee has given 3 to 5 different movie choices for the LHT to have the kids vote on. Advertising to begin on 2/22/19.
- **Fun Fair - Brian Wolf reporting**
 - Met again week of 2/4 and the blueprint from last year is so good that things are right on track.
 - Will be meeting again the week of 2/25/19.
- **Spring Picture Day**
 - Coming up 3/12/19. Looking for a shadow for next year.

- **Cultural Arts - Lisa Peters reporting**
 - Looking at dates with Dr. Carter for a spring cultural arts event. Hopefully after spring break.
- **Author Visits - Jackie Fowler (Lauren Rogers reporting)**
 - Hosting author Suzanne Slade on 5/8/19 and she will be giving 4 presentations in the LMC at 45 minutes each.

President's Report - Lisa Kusumpa

- **AHC/PTA Council Update**
 - AHC/PTA scholarship and feedback update. Voted for a position at the last meeting for a scholarship chair. This person would read the applications for the scholarships. Please let Lisa know if anyone would be interested.
 - Membership fees set for spring registration (Staff- \$10, Ind/Family- \$12 elementary & \$40 middle school, includes yearbook)
 - Emergency day calendar update. Letter e-mailed from Dr. Bein that we did need to add days to the school calendar. Last day of school is now Monday, June 10th.
 - Refunds verbiage to be added to all events that require payment.
 - Lisa Kusumpa is now the President-Elect for the AHC and most likely will be voted in as President of AHC/PTA council for next school year.
- [PTA Ethical Conduct Agreement for Committee Chairs](#)
- Facebook Class Pages vs. PTA Facebook Page
 - Reminder of the difference between the class pages and the official PTA page. On the class pages, we as chairpersons or committee chairs are not allowed to post PTA sponsored events, comments on the class pages.
 - A good way to resolve this for the future would be to have MemberHub updated with all Westgate student families entered in so that a whole school and/or grade level messaging system could be created.
- Marker Recycling Program <https://www.crayola.com/colorcycle.aspx> - Stacy Stapleton will be organizing the recycling program again this year.
- New & Unfinished Business
 - Nominating Committee to be formed tonight. Voted in nominating committee consisting of Bridget Schank, Michelle Harris, Katy Murray, Melissa Lenski, Alexa Marchinski. Alternates - Brian Wolf & Trish Kalweit.
 - All in approval.

Adjourn

Meeting adjourned at 7:51 pm by Lisa Kusumpa.

Secretary: Trish Kalweit*

Reviewed by President on : 2/20/19

Approved by General Board on : 3/5/19

Secretary: Trish Kalweit

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

www.westgatepta.com