

Imagine Wesley International Academy
Meeting of the Executive Committee

Date: November 10, 2008

Present: Greg Kershner-President
Colleen Minton-VP Enrichment
Susan Hills-Secretary
Elaine Banks-Treasurer
Robin Cash-VP Parent and Family Involvement
David Lee- VP
Jason Renai
David Walker- Legal counsel

Meeting Location: Imagine Wesley International Academy
Custer Avenue

Meeting began at 6:48 p.m.

Meeting adjourned at 9:15 p.m.

A quorum was established to conduct official business.

Motion to accept the minutes by David Lee, seconded by Robin Cash. The motion was voted upon and passed.

Treasurer's Report:

- See handout. The PTA made \$450 from the Dine-Out at Holy Taco.
- David Lee made a motion to accept the Treasurer's report with a line change of \$1,500 to Hotober Fest. Susan Hills seconded the motion and the motion passed.

Fundraising

- Quinnie Cook is absent so Elaine Banks gave the report. Annual fund donations are lower than expected. Auction setup is being planned. Save the date postcards will go out soon.
- There will be a holiday shop during the first and second week of December. The next Dine-out will be in February.
- The Fundraising Committee is hoping to combine the can-a-thon and an extra dress-down day in December.

Enrichment Update

- Chinese New Year Festival will be January 31. Erica Jung wants to coordinate a performance with the Chinese Cultural Center in February.
- The environmental club is meeting to discuss incorporating an aggressive recycling program.

- The Education Committee is organizing CRCT Prep classes/activities.
- The Health and Wellness Committee is promoting a flu vaccination program in early December as well as promoting outdoor activities for families. \
- The Committee is working with the Family Emergency Response Program to promote the use of wallet ID pictures.
- The Committee is also working with Dignity Memorial Escape Program which provides hour-long sessions for parents and children about how to escape abduction.

Parent and Family Involvement

- Less than 10% of parents have signed up on the volunteer tracking software.
- In December, the Committee will send out a status sheet for parents' volunteer hours along with a reminder of their commitment to the school. Jason and Robin will look into resolving any confusing aspects of the software.
- The Committee is working on a CRCT prep night and Math Fun night.

New business

- The chair of VP for Communications is open. Jason Renai will be nominated to perform the duty as acting VP of Communications.
- The new website is up. Thanks to Amy Coble.
- Elaine will follow-up with the company that produced the website regarding in-kind donations.
- Tin Lizzie is a new restaurant in Grant Park offering to cater a PTA meeting. Colleen will get in touch with them and plan on this taking place in December or February at the restaurant for a Board meeting.
- Angela Birkes wrote up general guidelines for announcements in the PTA newsletter. Discussion followed regarding how the PTA should handle parent announcements in the newsletter. David Lee made a motion to deny adding general announcements from parents to the newsletter. The motion was seconded by Robin Cash, was submitted for a vote and was passed unanimously.
- Discussion of increasing the General Assembly meeting participation. The Executive Committee wants to post signs to advertise PTA meetings and Susan is to follow up with James regarding children's programs at PTA meetings.
- Greg Kershner began a discussion regarding the school's charter. He wants the Executive Committee to press Imagine to confirm charter compliance. David Walker recommended a small list of items that the parents want Imagine to address, such as class ratio, special needs children, resources available to children and discipline issues. David Walker suggested three mandates that he will draft and send it out to the Executive Committee and the Board via email for their approval. The Board wants to have the mandates ready to present to the General Assembly at its next meeting. If the General Assembly supports the mandate, the Executive Committee will meet with James Taylor.

Volunteer Coordination

- Colleen Minton made a motion that we recommend to families that they complete half of the required volunteer hours by January when re-enrollment occurs.

- If the parents have not completed half of their hours they will be placed in the lottery system. The Registrar of the school will oversee the process. Motion seconded by Robin Cash, voted upon and passed unanimously.

Carpool

- People are still parking between the no parking signs on Custer Avenue. David Lee will contact police to have them ticket cars in the no parking area.
- Greg Kershner will meet with James Taylor and the carpool committee.
- A suggestion was made to move some of the construction equipment out of the driveway.

Treasurer's Report

- The Executive Committee will propose a revised budget at the next general PTA meeting. The following will be removed from expenses: \$250.00 from directory line item; \$800.00 from membership expenses; \$2,000 from Sally Foster; \$1,200 from software never purchased; \$500 from volunteer coordination; \$500 from website development. These funds will be redistributed to fund the top five categories in parent surveys.

David Lee made a motion to adjourn. Robin Cash seconded the motion. The motion passed.

MINUTES APPROVED

Date: _____

Signed: _____

Susan Hills, Secretary Imagine Wesley International Academy