

North Point Elementary PTA Board Meeting

Thursday, August 8, 2013 at 10:30am

Laurie Wilcox's Home

Members in Attendance: Laurie Wilcox, Wendy Stauffer, Rachael Anderson Dusti Hugh, Sarah Gunn, Stephanie Jones, Nancy Macedone, Kristie Hall, Denice Bench, Leisl Allen, Karen Russell, Jeni Droubay, Heidi Jenson, Lisa Owen, Tiffany Frederickson, Chrissy Krebs, Greta White, Beth Messmer, Kim Roper, Lori Gilbert, Natalie Ward

I. **Call to order at 10:38am:** Laurie Wilcox, North Point President

Members in attendance were asked to introduce themselves and their position within the PTA.

II. **Officer and Commissioner Reports**

a. Principal, Kin Roper

1. Theme for 2013-2014 School Year: WE DELIVER based on the book Fred 2.0 by Mark Sanborn. What takes something from ordinary to extraordinary? The little things. The faculty read the book and will be adopted the "Fred philosophy" this year as the students learn about the USPS and create stamps based on different school activities and holidays.
2. Mrs. Lani Sitake, vice principal, has a stroke while recovery from surgery. She has paralysis on one side of her body and is unable to speak. Mr. Roper is hopeful she will return to the school in 2-3 months.
3. The **3rd grade** satellite is being finished this week complete with new desks and new chairs. The placement of the satellite has been a concern for some parents, but Mr. Roper made the decision to move it away from the school building to preserve asphalt space for recess.
4. New Teachers:
Mrs. Innes – new hire for 2nd grade
Miss Beaudin – new hire for 3rd grade
Kelsie Cook – new hire for 3rd grade
Samantha Sands – new hire for 3rd grade
Mrs. Matthews had back surgery and will not be able to teach full time. She will teach am and Erin Beasley will teach pm of the same 3rd grade class.
Louis Jeager – new hire for 5th grade
Sarah Smith – will teach 5th grade (previous year she taught 5/6 split)
Adrew Willis – new hire for 6th grade
Paul Wicks – replacing Mr. Boren for P.E.
Laura Scott – replacing Mrs. Dixon for music
Mrs. Parks – name change to Miss Thomas
Mrs. Peterson – name change to Mrs. Bithell
Ali Rico resigned (her husband accepted an job offer in Ohio)
Mrs. Leavitt will be teaching kindergarten instead of computers this year.
According to the enrollment numbers, Mr. Roper assessed that the school will need another part time kindergarten teacher, a 1st grade teacher and a computer teacher, but has not yet received authorization from the district. In anticipation of this he has divided the kindergarteners into 8 classes (in the placement letter being mailed home one of the classes students will have TBA for their teacher assignment instead of removing kids after the start of school to create the new class). Also, 1st grade has been divided into 7 classes already and one class will also receive a placement letter home with the teacher TBA.
5. Enrollment has exceeded 1300 students for the 2013-2014 school year. This does not mean larger class sizes. Students will still get a quality education at North Point

Elementary. Mr. Roper said the faculty will figure out the logistics of that many students, the parents should not worry.

6th graders enrolled this year: 114

Kindergarteners enrolled this year: 213

6. There are 2 elementary school left to build on the existing Alpine School District Bond. They have to layer construction and the new Lehi High School will be completed before another elementary school is built.
 7. Opening of 2300 West will commence on Friday, August 9th at 6pm. There will be some kind of celebration.
 8. There will be an extra room in the satellite and 2 small offices and maybe a trailer room available to the PTA for the Home Reading Library.
 9. Placement letters will be mailed out Friday, August 9th.
 10. School Open House will be Monday, August 19th from 4-6pm
 11. Sarah Gunn inquired about the courtyard:
Mr. Roper said he is hopeful 1-2 classes each day will be able to have lunch in the courtyard on the new picnic tables (as long as the weather permits). He still wants to build a water feature in the courtyard but is in need of wall brick, flagstone and large landscaping rocks. The idea of classes donating these items was discussed and also the potential of requesting the items from Lehi Blocks a donation at a discounted rate. No vote was made to use PTA funds for this.
 12. Discussion about the Alpine foundation fund available to families wanting to contribute monetarily to their child's classroom. Decision was made to not involve the PTA in the advertising of the fund at the Open House, but that the school would make it known to parents.
 13. Profits from the 2012-2013 school years were used to do planters in the courtyard.
- b. President, Laurie Wilcox
1. Utah PTA theme: "Leaders of Tomorrow" combine with North Point theme: "WE DELIVER- support to teachers and work for the benefit of children, who are our Leaders of Tomorrow"
 2. PTA will use a banner at the school to help with membership.
 3. Reminder to review procedures
 4. Skate nights scheduled Oct 18th (5-10pm) and April 4th (5-10pm).
 5. Mr. Roper stated there will be no minimal days this school year, but Monday's will still be early out. With new release times as 1:15 and 2:30, instead of 1:25 and 2:40, to recoup the time teachers lost from not having minimal days.
 6. Reminder to members to verify and/or correct personal information on the board member info sheet.
 7. Elected treasurer, Becca Balle, was unable to serve as treasurer for the 2013-2014 school year. Sarah Gunn was appointed for a 3rd year, with Dusti Hugh as treasurer elect, which is a new position within North Point's PTA.
- Laurie Wilcox called for a vote to have Sarah Gunn serve as treasurer again. The vote was unanimously in favor.**
- c. Financial Report, Treasurer, Sarah Gunn
1. There is a **new budget item: \$200 to be bonded and insured** (as now required by National PTA).
 2. **Proposed Budget:** The proposed budget was presented. **All commissioners need to review the budget and submit any changes for the final budget approval to be voted on at the General Meeting on August 19th at 4pm.**
 3. Procedure to fund spending and reimbursement was discussed. An itemized receipt must accompany the check request forms, which are found in the blue PTA folder in

the PA box in the front office. Checks will be issued and will be put in the same folder for pickup. Reminder: that you need to ask for an itemized receipt from Pioneer Party.

4. Please make all copies at the school because they give us the best rate.
 5. Chrissy Krebs inquired about how to add a new program for funding by the PTA. And suggested the PTA offer grade level grants (the teachers prepare a list of items they would need that would benefit an entire grade level and then submit to the PTA). No vote or decision was made.
 6. PTA may have approximately \$2000 for a new program that would benefit the entire school, i.e. an electronic visitor check-in/out system that would help track volunteer hours.
 7. Kim Roper wants to install a keyless entry at the rear of the school, which would cost \$600.
 8. Discussion about fundraising issues. Parents do not understand the difference between school and PTA fundraisers. Some teachers complained last year they had run out of money for copies and some parents were upset. Mr. Roper clarified the issue, stating that teachers have money available to them from ed supply, legislative, and foundation. Some teachers used their ed supply last year at Retail Stores and then did not have enough for copies later in the school year because they mismanaged their funds. He is changing the ability to use ed supply at Retail stores to only be used at the school to help rectify the problem.
 9. There will be a school Fall fundraiser (Roller Mills is it available). There may not be a need for a Spring fundraiser. Mr. Roper liked the fundraiser last year that directly benefitted the individual classrooms.
 10. The school makes money from fundraisers and school pictures and yearbook sales. Teachers are not to ask for monetary donations. The district has a "pay as you go" policy. If a class needs money for something (i.e. field trip), then they ask at the time of the field trip. But elementary school is free and donations are optional. Teachers are not to keep a list of who has contributed and who has not.
 11. **Audit by Katie Broderick of the 2013-2014 North Point PTA financials** found that North Point PTA had followed procedure and funds were used appropriately. **Vote was unanimous to accept the audit.**
 12. Laurie Wilcox reminded everyone to read Ethics/Conflict of Interest Agreement and the Basic Fiscal Management Procedures. To be prepared to sign that they read and understood the forms at our meeting on Wednesday, September 4th at 9:30am in the Kiva.
 13. Open House will be done the same as last year. A sign-up sheet was passed around for people to help.
 14. Laurie Wilcox will address the teachers regarding PTA on Friday, August 16th.
- d. Fundraising, Jeni Droubay
1. T-shirts have been order and will be for sale at the Open House. There will be navy for the younger kids with a new design on the back, same logo on front. There will be lime and raspberry in a women's fit and button down dress shirts available to order.
- e. President, Laurie Wilcox
1. On August 7, 2013 Denice Bench organized a Meet the candidates held in the gym and it was successful and well attended. Laurie Wilcox reminded Denice to submit a budget for future events so it can be added to the budget and voted on.
 2. Voting will be held at North Point on Tuesday, August 13, 2013.

III. Calendar: Upcoming Events

- a. August 19th: 4pm General Board Meeting in Gym
 - b. August 19th: Open House
 - c. August 20th: First Day of School
 - d. August 27th: First Day for kindergarten
 - e. September 2nd: Labor Day, No School
 - f. September 4th: PTA Board Meeting at 9:30am in Kiva**
 - g. September 5th: Room Parent Orientation 3:45-4:30 in lunchroom
 - h. September 20th: School Picture Day
 - i. September 25th and possibly 26th: Grandparents Day
 - j. September 26th: 6th Grade Dads & Donuts (9:15-9:45am in child's classroom)
 - k. October 2nd: PTA Board Meeting at 9:30am in Kiva**
- IV. **Meeting adjourned as 11:52am**