

MIS PTC Board Minutes

Date: Tuesday, May 19, 2009

Time: 7pm – 8:30pm

Place: MIC Conference Room

Notes Taken By: Carolyn Rempe

In Attendance: Current PTC Board Members - Anne Baum, Sue Grady, Christine Huff, Sue Wunderlick, Jane Shafer, Gigi Nabonne, Leslie Sakalas, Nancy Russell, Dyan Dalton, Melissa Haydek, Alina Gaubert, Virginia Schmidt, Karen Stofer, Carolyn Rempe. New PTC Board Members: Vicki Davis, Sara Cusick, Rita Ford, Christina Martin, Ann Hunt, Julie Donnelly, Marie Coker, Ann Hunt and Gillian Norman.

Absent: Catherine Bitterman

Opening Prayer: Dyan Dalton

Order of Business:

President: Sue Grady

- **Motion made to approve April minutes – Approved by Anne Baum**
- **Dinner for Father in June – Anne Baum**
- **PTC Financials – End-of-year Budget**
 - **\$12,000 remaining in budget**
 - **(\$2,000) to cover remaining expenses.**
 - **\$34,000 approximate auction revenue**
 - **\$44, 000 approximate remaining PTC total budget for this year**

- **Motion was made and approved at last board meeting for PTC to pay for carpet in library at the cost of \$4,750. Carpet to be installed in library 2nd week of June.**
- **Motion was made for PTC to pay for caulk to repair library window – approx cost \$375 (Sue to confirm amount). Motion approved and seconded by Alina and Christine and all members present approved.**
- **PTC will gift Church - \$2,000**
- **Total expenses:**
 - **\$15,000 to be transferred to PTC checking account for next year**
 - **\$ 2,000 to be gifted to MIC**
 - **\$ 375 to caulk library window**
 - **\$ 4,750 for library carpet**
 - **\$22,125 total remaining expense for this year**

MIS PTC Board Minutes

- **Brief discussion on lockers:** Clarified that the lockers will be full size. Concerns mentioned were if only half amount were purchased now when time to purchase other half would same locker style be available or match existing lockers. Decision made to purchase entire quantity of 120 now. Amount needed to pay for lockers would be \$17,913 for all.
- **Wish list item - Lockers -** Approval needed by PTC Board to spend money on lockers for Jr High hallway. Quantity of lockers needed is 120 with total cost being \$17,913. Motion made by Sue for PTC to pay \$12,500 (amount rounded up) the additional funds needed to purchase lockers. Approved by Anne and seconded by Christine. All members present approved. Sue will make proposal at June Advisory Council meeting.

Explanation of funds needed to pay for lockers:

Cost of lockers	\$17,913
Amount already set aside	<u>\$ 5,700</u>
Amount needed to be added by PTC	\$12,213

- **Auction: Chairs still needed -** this position needs to be filled by 6/15. School operating budget counts on \$75,000 from auction to be included in budget. PTC budget is approximately \$114,000 – this includes bus expenses, \$300 for each teacher and \$20,000 for wish list items. There will be a shortfall of funds for school if there is not an auction to make up the difference.

Vice President: Anne Baum

- Thank you notes to various people.

President Elect: Alina Gaubert

- Have three orders for Mustang Stampede wall, amount received will be \$750 and will go toward items needed for gym. Placed on wall with glue and received couple of days after order is placed.

Secretary: Carolyn Rempe

- Mustang Express will be done by Rosemary Martinez for '09/'10 school year. Reminder notice for articles to be sent out on 15th of each month and info due to Rosemary by 23nd of each month. Mustang Express will be published on the first of each month. August issue – send reminder by 7/15 articles due to Rosemary by 7/23. Will make allowances for any activities happening at the end of the month.
- Thank You notes to be sent to the following:
 - Gerard Luisi for reusable signboard "Check". * *Already Sent*
 - Holly Kerr – Macklin's Catering for picnic condiments, food for teacher baskets and auction hoedown. * *Already Sent*
 - All members of Nominating Committee * *Already Sent*
 - Father Michael – Auction Hoedown
 - Kevin Kohler/MID's for Banners and cooking at EOY picnic.
 - Lori Skarbek – Chairing MIS Yearbook

MIS PTC Board Minutes

Treasurer: Christine Huff

- Reimbursement deadlines for all PTC expenses will be Wednesday, May 27. If turned in after this date, reimbursement will be received after June 18.
- Reminders to be sent to all teachers and room parents * (Volunteer Services)
- Working on new budget for '09-'10 school year

Hospitality: Virginia Schmidt & Leslie Sakalas

- Dinner baskets for Teachers/Staff went well and very much appreciated by all. Bags were used to put food in and Kroger donated 10. ****Note: Virginia Schmidt made recommendation to get bags from Kroger.**

Spiritual Enrichment: Dyan Dalton & Melissa Haydek

- Crosses received by 8th graders for confirmation were beautiful. The Crosses have been given as gift to 8th graders for past three years.

Volunteer Services: Karen Stofer

- Room Parents – Need Headroom parent for Kindergarten – have co-chair.
- Collect notebooks from all room parents by Wednesday, May 20.
- Committee Heads – list of events by PTC will be sent out for updates next week.

Community Enrichment: Jane Shafer and Gigi Nabonne

- End-of-year picnic went well. Everyone had a great time with great turnout.
- Need chair for next year. Will look into RSVP system with deadline and may need to include ticket to receive food. Final reminder to be sent out prior to actual event. Notes were made on how much food/supplies were purchased and picnic stayed under budget by \$100.

Teacher Liaison: Sue Wunderlick

- Enjoyed time spent on PTC Board and getting to know everyone.

Principal Report: Nancy Russell

- Thanked everyone who has served on PTC board for their efforts during past year. Looking forward to working with new members. Appreciated the little extras given to the teachers/staff during the year, flowers, lunch and gift cards/money for birthdays, gift cards for Christmas and end- of- year treat – dinner baskets!

President: Sue

- Thanked all for a great and successful year on PTC board.
- Old members paired with new members to transition books and duties.

Meeting adjourned at 8:30pm