

**Pleasant Hill PTA Meeting**  
**August 24, 2009**  
**7:30 p.m.**

**25 People in attendance**

1. Co-President Margo Ban welcomed everyone to the first meeting of the 2009-2010 school year. Margo introduced her new Co-President, Donna Hirsch. Margo asked that we all introduce ourselves and the positions we hold in the PTA. (if applicable)
2. Membership: Manjula Sriram.
  - a. Business Sponsorships: Looking for ideas for businesses sponsors.
    - i. Will charge \$25 for a business card size ad in the membership directory.
    - ii. We could use the same businesses that we approached for the SMART board fundraiser last year.
    - iii. Decided to put a notice in the newsletter for Pleasant Hill families that might own businesses.
    - iv. Please email suggestions for businesses to solicit to: Manjula Sriram at [mvs1996@yahoo.com](mailto:mvs1996@yahoo.com)
  - b. Potential Award and additional funding: If we get 3% more PTA memberships this year, we can win an award. Last year we had 632 PTA memberships.
  - c. Discussed ideas for how to generate memberships: Decided to have informational table at Fall Fest.
  - d. Everyone who has a PTA membership gets a copy of the Pleasant Hill directory. Families do not have to be PTA members to be listed in the directory. Directories will be sent out in early October and are for official school use only—not for solicitation purposes (ie., Pampered Chef, Southern Living)..
3. Ways & Means: Joanne Wojcik & Carol (Hopkins) Witucki
  - a. **Fun Run**
    - i. We are doing a Fun Run on September 18th during school hours. Students will walk/run for 45 minutes throughout the day. Each grade will participate at a different time during the day.
    - ii. On September 4th —there will be assemblies during both the morning and afternoon to explain the program to the children.
    - iii. School's total fundraising goal: \$20,000. Each individual children's goal: \$50. Classroom goal: \$800.
    - iv. Every class that reaches its \$800 goal will receive a playground package which will include items to use during recess (i.e., balls). Top three students with the highest amount of pledges in each grade will get an award.

- v. Every child will have the opportunity to participate in the Fun Run--whether or not they get pledges.
- vi. If we reach our \$20,000 goal, we won't have to do additional fundraising.

**b. Gino's East Pizza:**

- i. Through District 15 Foundation.
- ii. Sell frozen pizzas for \$12: Our PTA gets \$2.50 for each pizza sold; District 15 Foundation gets \$2.50 for each pizza sold.
- iii. Works very similar to Market Day where people pre-order pizzas and pick up the pizza after school one day per month. Volunteers needed to hand out pizzas once a month.

4. President's Report: Margo Ban & Donna Hirsch

- a. August 17<sup>th</sup> was the meeting of all the PTA Presidents in the Northwest Suburban Council.
- b. Next Northwest Suburban General Membership Meeting: September 21<sup>st</sup> at 6:45 p.m. at Sundling Junior High school. Featured topic: "Now we're talking: a parent's guide to coaching your teen towards healthy sexuality". (Only adults may attend). We need to have at least four other people from Pleasant Hill attend meeting (in addition to the co-presidents).
- c. Standard Operating Procedures for PTA members:
  - i. There is a hanging file in the PTA workroom. It contains mail for each of the committees.
  - ii. If you need to get reimbursed from the PTA, put the request in the Treasurer's hanging file. Please try to give a few days notice if you need a check.
  - iii. Tax-exempt letters also available in the hanging file. If you are buying something for your committee, you should use this letter when purchasing items. The PTA cannot reimburse you for sales taxes paid on items.
  - iv. Training Course: Road to Success. The NW Suburban Council is pushing us to get all officers to go through this training but all people are welcome to participate. Margo will email information about dates for training as it become available.

5. Principal's Report: Matt Palcer

- a. The roof is done!
- b. When the roofers were doing the work, they found that some of the support walls were worn away at the tops as a result of water coming into the building over a period of time. The walls will be fixed this fall. The work will be minimally invasive to the educational process.
- c. Kindergarten numbers are down this year compared to previous years.
  - i. 49 total Kindergarteners in Mrs. Kehm's morning and afternoon classes: 24-25 children per class. There will be some extra help to support this larger class size.

- ii. Will have 1 full-day bi-lingual Kindergarten class this year. Mrs. Harms will 26 children in full-day bi-lingual pilot program.
- d. There is potential for housing an Early Childhood program later this year. This program is for 3-5 year old, pre-kindergarten, high risk students with special needs: Called ECDEC, this is not a District 15 program—it's a state run program. Because we have an extra open classroom, Pleasant Hill may simply be the host site for this program.

## 6. Committee Reports

### a. **Fall Fest: Colleen Novak**

- i. Is scheduled for October 23rd this year. Still in the planning stages, but it will be an indoor event this year.
- ii. If you want to help out with this event, email Coleen Novak at [colnovak@sbcglobal.net](mailto:colnovak@sbcglobal.net).

### b. **Reflections/Art Awareness: Colleen Novak (Chris Barto)**

- i. Sent home a flyer to describe the Art Awareness program to parents. It's a supplement to the art program in the classroom. Sign up sheets for volunteers will be in each of the classrooms during parent orientation. You can also let Colleen know you want to sign up ([colnovak@sbcglobal.net](mailto:colnovak@sbcglobal.net)). There will be an art awareness coordinator for each classroom this year—so the program can be planned out for the entire year. We'll need 3-4 volunteers per classroom.
- ii. Reflections: A district-wide program in which children can submit an art project around a central theme using different media (i.e., drawing, music, photography). The central theme for this year: Beauty Is.

### c. **Room Parents: Sonya Castella (Monica Leonard)**

Still in the process of trying to find room moms for some classes.

### d. **Web Page: Anne Smith**

Currently updating the website. Anything you want on the website, send to [anne.n.smith@comcast.net](mailto:anne.n.smith@comcast.net) in PDF Format. If you see anything that needs to be updated/changed, please let Anne know.

### e. **Manna Program: Kristy Svec**

We're looking for ways to ramp up the program by doing this once per month. Each month, we would need to have a minimum of \$500 per monthly order. In this program, we buy gift cards at a discount, and the people buying the cards pay full-price. We get to keep the difference. Each vendor provides a different discount percentage. Kristy is trying to find ways to promote this program better. Give more awareness.

### f. **Box Tops: Chris Howard-Menk**

Last year we raised about \$1,900 from box tops. We'll encourage people to go to the website to sign up for a chance to win extra bonus box tops ([www.btfe.com/passion](http://www.btfe.com/passion)). Also, many of the stores like Dominick's are also having contests. All the information these extra promotions will appear in the upcoming newsletter.

**Meeting Adjourned at 9:15 p.m.**

Dates to remember:

- August 25<sup>th</sup>: Meet the teacher
- August 26<sup>th</sup>: First day of school: Grade 1-6
- August 27<sup>th</sup>: First day of school: Kindergarten
- August 31<sup>st</sup>: Room parent information night: 7 p.m.
- September 1: Parent orientation, Grades 3-6, 6-6:45 p.m.  
PTA Meeting: 6:45-7 p.m.  
Parent orientation, Grades K-2, 7-7:45 p.m.
- September 4: School Pride Day, Fun Run Kickoff
- September 7: Labor Day – No School
- September 8: Room Parent Tea: 3:20 p.m. (Café)
- September 10: Picture Day
- September 15: PTA Meeting, 7 p.m.
- September 18: Fun Run
- September 21: NWSC General Membership Meeting, 7 p.m.
- September 25: Dad & Donuts (A-L), 8:15-8:45 a.m., Café
- September 30: 6<sup>th</sup> Grade Cross Country Meet, 4-5:30 p.m.