

KES PTA 2016-17

General Membership Meeting Minutes: 9/14/17

I. Call to order

Debbie Shade, Kaechele Elementary School PTA President, called to order the PTA General Membership Meeting of Kaechele Elementary School PTA at 6:44 pm on September 14th 2017, at KES.

II. Adoption of Minutes

Debbie Casey recognized PTA Secretary, Angie Wetzel. Angie Wetzel recommended the membership accept the minutes of the June 2017 General Membership Meeting. Debbie indicated the minutes adopted.

III. Welcome and General Announcements

Debbie Casey welcomed all to year five at KES. Debbie shared the major turnover with volunteers. Many of our volunteers have graduated with their students to Middle School and in looking at the current volunteers for this year many of us will be graduating in the next 2 years for even more turn over. Debbie encouraged individuals to consider getting involved and pointed out that we have some vacancies on the Board, including VP for Volunteers, Yearbook Chair, and Copy Room Coordinator. Please know that if these positions are not filled there will be no yearbook for students and getting teaching materials to our students will be slow.

Debbie shared that individuals need to register with Henrico County to volunteer at school to be a Mystery Reader, Room Parent, Chaperone for fields trips and of course the PTA. There are printed forms that can be filled out and left tonight to start the registration process. You can go to the KES website and click on volunteers, then view the orientation map and click the confirmation with your email address that you have registered to volunteer. Debbie reminded families this has to be done every year and at every school where you have a child if you want to volunteer at the school.

Debbie Casey shared how to access instructions for nList teacher registration on the KES PTA website. It was noted that teacher passwords are not available on the KES PTA website due to potential privacy concerns raised at the PTA Board Meeting. Parents can get the password from the teacher or from the teacher blog.

PTA President, Debbie Casey, shared that an audit of the 2016-17 KES PTA budget indicated no major issues. Jason Hart was thanked for conducting the audit. Debbie recognized Nicky Hansen who moved to accept the results of the audit. The motion was seconded by Keri Fail. The motion met no opposition.

IV. KES PTA Budget 2017-18

Jennifer Baldwin, PTA Treasurer, thanked Chris O'Shea for her guidance and training in the transition into this role. Jennifer indicated she reviewed the KES budgets over the past four years and found this helpful in planning for year five. Jennifer outlined sources of income, particularly direct giving. Direct giving allows the KES PTA to not request student level fundraising. Jennifer indicated the budget allocates \$60 per student to support annual expenditures; therefore, direct giving of \$60 per child is recommended. Parents can register for the PTA and give directly online. Jennifer also reviewed major expense categories including resources and materials, programming, and this year, the outdoor classroom funded by Mr. Kaechele memorial donations.

Debbie Casey recognized Jennifer Baldwin who moved to accept the 2017-18 budget. Ramnita Sandhu seconded the motion.

IV. ADJOURNMENT

Jennifer Baldwin moved to adjourn the meeting. The motion was seconded by Angie Wetzel. No opposition. The meeting adjourned at 6:57pm.

The next KES PTA General Membership Meeting will be in February 2018.

Minutes submitted by: _____ Sandy Kim _____

Minutes approved by: [] As submitted

KES PTA 2016-17

General Membership Meeting Minutes: 9/14/17

[] As corrected on _____
Approval date: _____