

Conn Elementary PTA Board Meeting  
August 1, 2007  
NCSU FYC Building Conference Room  
**MINUTES**

In Attendance: Mary Williams, Lisa Vanderberry, Dionne Lester, Lonnie Ervin, Diann Kearney, Betsy Alexieff, and Susan Adams.

Mary Williams, President, called the meeting to order at 6:25pm. The meeting agenda was distributed.

Minutes from the July Board meeting were distributed via e-mail prior to tonight's meeting. Copies were also provided tonight. The minutes were approved with one change to the Dates to Remember section.

Mary distributed a flyer received from the PTA Healthy Lifestyles program. The information will be passed along to Cynthia to apply for funds, possibly to supplement Family Fun Night activities. The application is due by September 7<sup>th</sup>.

Standing Rules for our Board are being developed. Draft copies were provided and each Board member was asked to review and submit role specific duties to Lisa either prior to or at the September Board meeting. A short discussion about what needs to be included in the Standing Rules ensued.

A discussion regarding the need for improved communication with our Hispanic families occurred. The ESL Teacher will assume these communication responsibilities.

The Budget was presented and copies were distributed. The final Budget for the 2007-2008 school year will need to be presented at the General Membership meeting on September 13<sup>th</sup>. Line items were discussed and adjusted.

Proposed line item adjustments:

Teacher Appreciation-increase to \$1500

Fall Carnival-increase to \$2000  
Postage, supply-increase by \$200  
Specials-increase to \$1750  
Teacher supplies-increase to \$2650  
Reflections-increase to \$300  
Family Fun Night-increase to \$1000  
Field Trip Fund-increase to \$1000

New line items created:

Mini grant fund for teachers to request PTA funds. Guidelines will be established to assure that funds are being used in accordance with PTA rules and our mission.

Focused school improvements with this year's funds being earmarked for acoustic improvements for the Gym/Stage area. Amount put into this line item was \$2000.

All Budget books from the 2006-2007 school year were given to Lisa to deliver to the CPA for our Annual Audit. We will be using Scott Taylor, CPA from Curtis Media Group. His contact # is 882-3762.

Ms. Kearney reported that 95% of the hiring of new staff for the school year has been completed. She also reminded us that the Leadership Team meets on the 2<sup>nd</sup> Tuesday of the month at 7:30am. A PTA representative needs to attend. Members of the Leadership team will also be attending the PTA meetings in Ms. Kearney's absence.

No New Business for discussion.

The meeting was adjourned at 8:05pm.

Dates to Remember:

August 21	Welcome Back Lunch for Staff @ 12:00pm
August 23	1 <sup>st</sup> -5 <sup>th</sup> Meet the Teacher
	**Need to have display Boards in place and sign ups for committees.
August 27	First Day of School
August 28	Staff meeting @ 4:30pm

- \*\*PTA provides refreshments. Send your favorite snack.**
- August 31 Kindergarten Meet the Teacher
- \*\*Need to have display Boards in place and sign ups for committees.**
- September 5 Board meeting, 6:15pm, Conn Media Center
- September 20 A Few Minutes with the Administration lunch, 12pm, Conn  
Conn Media Center
- September 13 Parade of Staff/Open House and PTA General  
Membership meeting, 6:30pm, Conn Gymnasium

Lisa Vanderberry, Secretary  
Conn Active Learning & Technology Magnet Elementary