

**Ben Franklin PTA  
Executive Board Meeting  
September 6, 2007  
Final Draft**

The meeting was called to order at 7:02 p.m. in the Ben Franklin library by Co-President Christine Muenz. All members were given proper notice and a quorum was present. Present were Brenda Jensen, Kristin Peppin Pryde, Mandy McChesney, Linda Ruskell, Elly Bududjaia, Kathleen Shipman, Tamara Hill, Donna Blinn, Valerie Horvath, Lisa Vincent, Petra Lamon, Julie Peterson, Principal Mary Cronin and Teacher/Staff Representative Kate Berten. Vice-Principal, Dillon Fornia, attended meeting after Kindergarten Curriculum Night was complete.

**WELCOME** - Christine Muenz

All board members introduced themselves.

**Secretary** - Kristin Peppin Pryde

Kristin handed out school year calendars and committee notebook packets for all board members. A copy of the Ben Franklin Standing Rules from 2005-2006 was distributed and is to be reviewed by board members for corrections, any changes are to be emailed to Secretary for correction prior to next board meeting. The start time for Fall Family Fun Night was changed from 6:30 to 6:00 and General Board Meeting to 7:00 in the PTA Calendar. All functions have a suggested start time of 6:00.

**Treasurer** - Mandy McChesney

Mandy gave the financial report. Art Docent and Safety Patrol were both over budget but are being reviewed for possible classification errors by the next board meeting. Reading Enrichment still has two reimbursement checks coming amounting around \$1200.00. All reimbursement requests are to be handed in by 6/1/2008. Tamara Hill asked for clarification on how to handle membership fees. Membership checks and cash are to be listed separately with names and total amount of check or cash amounts.

**Scrip Treasurer** - Linda Ruskell

Linda Ruskell will email the scrip report to board members prior to future board meetings. As of 7/2007 the checking amount was \$21,523.24, inventory \$7,637.01 and net \$49,160.25. Money is available to transfer from scrip, possibly move some of the cash. An overhaul of the Scrip form in the Thursday packet will be made, any vendors which have not had a purchase in the past year may be removed.

**\*Addition to Financial Report** - A check was received from Jim Muenz in the amount of \$1365.00. Communications will do an advertisement of Jim's support of the PTA.

**Teacher's Report** - Kate Berten did not have anything to report to date (school only in session for 3 days).

**Principal's Report** - Barbara Macklefish is the new librarian from Federal Way. The Welcome Back Tea seemed to be a great success. Mary Nelson and Betty Ayres will be helping Mary prepare the spaghetti for Fall Family Fun Night. The WASL test scores officially come out Monday, Sept. 10<sup>th</sup>, parents to look for the test scores possibly the end of next week via kid mail. Franklin currently has 5 or 6 student teachers. The park is anticipated to be open the end of September, public use will be after 4 p.m. and on weekends. Pam Wilhelm is the chair for Beautification, student leadership will focus on patrol and Green Team clean up/recycling. A full stipend for Nancy and the internural, KFN is a full stipend - Robin Miller and Lori O'Brien will do KFN, Jen Cruze will be available if needed for KFN help. Jennifer Maxfield is planning a game room for K-2. The Music Teacher is interested in focusing on choir for grades 3, 4, 5 and 6 she is also looking at festivals for the Spring. There is \$1600 budgeted for drama, looking at possible Studio East project. 3<sup>rd</sup> Graders will not be performing Going Buggy any longer. The music teacher is interested in all grades having performances. Drama will become more PTA driven and will fall under Education and Enrichment.

#### **VP Reports -**

**Special Events** - Julie Peterson / Karen Larsen  
International Night is in need of Teacher and a Parent Chair this is to be mentioned at the next staff meeting. If neither is found it will possibly be cancelled and set aside for next year. Fall Family Fun Night is in need of a lot of help on 9/27. Mary is asking for 5 or 6 students, 5<sup>th</sup> and 6<sup>th</sup> graders, to help with serving. Welcome Back Tea went great and the Reader Board with the Welcome Back notice was a help in parent attendance.

**Health and Welfare** - Lisa Vincent / Petra Lamom  
The chair person for Safety, April Gavert (sp), is looking for parent volunteers for the playground and to have the parents in orange vests. It was suggested for the teachers to include this in their newsletters. There are still T-shirts available from last year and Embroid Me would like to sell them at Fall Family Fun Night. Walk to School Week is the first week of October and is in need of a chair person. The school office would like to have a parent volunteer for Safe Arrival. It appears that Safety Preparedness is also in need of a chair person as the current chair has not been heard from. Sally Norred is the Volunteer Coordinator.

**Fund Raising** - Christy Hentges / Elly Buddijaja  
Organizing for Jog-A-Thon will begin next week. The theme will be Ben Franklin Grand Prix. A change in the assembly date to 10/5 is possible. Julie will help with volunteers.

**Communications** - Donna Blinn / Valerie Horvath  
The Wednesday after the PTA meeting is the deadline for the newsletter. The LWSD is helping with the PTA website. The domain name was being reserved on Friday, Sept. 7, mybenfranklinpta.org. The cost will be approximately \$8-\$9 a year for the site and the hosting service between \$4-\$7 per month. Around \$80-\$90 will be needed to pay for a couple of years in advance. Emails will be able to be sent to the board generically, i.e., [communications@mybenfranklin.org](mailto:communications@mybenfranklin.org). The goal is to have running by Fall Family Fun Night. Julie Peterson made a motion to move \$100.00 for the website, Kathleen seconded the motion, a vote was taken and Christine declared the motion passed. Tamara suggested a possible discount

for PTA members at Fall Family Fun Night and other functions, but this was set aside until next year. A contest was suggested for the contract form, the first class with 100% turned in would win a pizza party, this was also set aside for next year. Curriculum Night on the 20<sup>th</sup> needed a volunteer for the membership table, Christine has volunteered. Membership fees are changed at general board meetings and the board sets the price for school functions.

**Education and Enrichment - Kathleen Shipman / Tamara Hill**  
Regrouping and refilling.

**President's Report - Christine Muenz / Brenda Jensen**

Christine is receiving a lot of emails from State, Local Counsel, and speakers for assemblies. These emails are being forwarded to the appropriate VP, if you are already receiving please let Christine know and she will not forward any longer. The Delegate Members are Donna Blinn, Cindy Burt, Shelly Kloba and Christine Muenz/Brenda Jensen. A special thank you to Donna and Tamara for attending the leadership training. The PTA room is being cleaned out by the next board meeting in October, contact your chairs to let them know. The goal is to label and box everything. Brenda is going to overhaul the file folders and PTA box, the box will also be moved to the PTA room. Brenda addressed the responsibilities of board members; remind each other that we as board members help set the tone for the school, be positive and offer channels of communication. Thank you notes were received from Chip Kimball, Mary Nelson and Mary Cronin for the PTA.

The meeting was adjourned at 8:59 p.m.

**Kristin Peppin Pryde**

  
PTA Secretary