

Oakland Elementary PTA Council Agenda
Media Center
Monday, September 12, 2011 7pm to 8pm

Welcome

School Board Liaison- _____

Principal's Report – Mr. van Staveren

Teacher Reports- _____

Recording Secretary – Michelle Winquist

Present June 2011 Minutes (recorded by Patti Moyer) for approval- *attached*

Treasurer's Report – Kellie Orloski

2010-2011 Audit Report

Present for approval the 2011-2012 PTA Budget

Presidents' Report- Candi Drouillard

- Will spend the year reviewing and updating the By-Laws
 - Current bylaws are online..feel free to e-mail anyone of the board members or drop a note in the PTA box with suggestions you may have. 1st draft will be presented with November Agenda.
- Would like to create an Oakland Elementary Legislative Committee
 - Advocacy group follow legislative moves that effect our children; attend monthly School Board Meetings; be a strong voice for our children and our school
 - Mary from MI PTA Council will be at our Oct. Mtg.
- Snookers Event- raised \$3,867 (after expenses) Special "Thank you" to all the workers
- Teacher Welcome Back Luncheon – Thank you to all who provided a dish and to those of you who helped set-up and clean-up

Corresponding Secretary—Patti Moyer

Correspondence from end of Last Year and summer

Dates to Remember-

- Fundraiser-
 - Entertainment Books-Nannette Edgil
 - Snookers Event Oct. 6-9, 3pm to 2am, need commitment for workers-2ppl for each shift/3shifts each day (3pm-7pm; 7pm-9:30pm; 9:30-2:30am)
- Welcome Back Ice Cream Social (Sept. 21st 6pm -7pm)- Candi Drouillard
 - Membership Table -Kimberly Joyce-Fairchild
 - Spirit Wear - Michelle Winquist
- Book Fair (October 3rd-7th)-Stacey Winn
- Trunk-n-Treat (October 19th)—Amanda Knapp

Unfinished Business-

- None from June

New Business-

- Open committee chairs –*attached Volunteer Description sheet*

Next Month School Superintendent Shawn Lewis-Larkin will be here...

Meeting adjourned

Oakland Elementary PTA Minutes 6/13/2011

School Board Report:

School Board Liaison Deb Anderson reported that this is her last meeting with us and is not sure who will be our new liaison. She thanked the PTA and enjoyed being our School Liaison. Deb reported that the new Superintendent Shawn Lewis-Lakin, would begin July 1, 2011. Deb informed us that John Schwartz left after 26 years, as Executive Director of Business Personnel Services his replacement will be Rick West. She stated the new fall adopted budget is the worst she has ever seen. It will be \$470.00 less per pupil this fall.

President's Report:

Kris Weber has a petition for the Governor for all of us to sign about school fund aid, this was passed around during the meeting. State PTA approved an increase for all memberships by .50 cents. All scholarships were taken this year. PTA Council is talking about a directory for the entire PTA combining all schools in one directory. Kris thanked everyone for a wonderful year and all the help that was given to her.

Recording Secretary Report:

Michelle Winquist was absent. No minutes were read.

Treasurer's Report:

The Treasurer's report was read. It was approved and filed.. All teachers received their money and Kellie Orloski reported that net profit was \$22, 588.26.

Teacher's Report:

Mrs. Rybicki reported that she kicked off the Title One Summer Reading Program and had a good response. She is contemplating having Title One Programs before PTA meeting's to increase attendance at these programs.

Principal's Report:

Mr. Pontzious reported we managed to get through the hot weather and suggested we become more vocal to the Board about our needs here at Oakland. We need to inform the Board of our electrical update needs so that we may receive air conditioning. Mr. Pontzious stated we should be very proud of what we accomplished financially this year. We started with \$1,400.00 and ended with around \$14,000.00. He thanked us all for our hard work and then we viewed a 7 minute video he put together reviewing our success this year at Oakland.

Committee Reports:

- **All School Picnic:** Kerry Derminer reported the All School Picnic on Thursday, June 16, 2011, is still in need of volunteers. Kerry will be selling raffle tickets after school this week and before the raffle drawing on June 16 at 6:30pm.

- **Fifth Grade Graduation:** Kimberly Fairchild-Joyce reported that 243 people have RSVP'd for Fifth Grade Graduation. She is still in need for help with decorating and pop donations. Please see her after the meeting if you can help.
- **Membership:** Kris Weber reported on Membership, that the State and National dues would be \$5.50 per person. It was discussed to raise the individual membership to \$7.00 per person and \$13.00 per family. After much discussion Candi Drouillard made a Motion to raise Memberships to \$10.00 per family. No individual Memberships will be sold next school year. Traci Haugk second, Motion Passed. Traci Haugk and Kimberly Fairchild-Joyce agreed to chair the Membership Committee for 2011-2012 school year.

Unfinished Business:

- Kellie Orloski asked Mrs. Rybicki were all of her expenses covered for the Title One Summer Reading Program. Candi Drouillard made a Motion to give Mrs. Rybicki for the Title One Summer Reading Program \$400.00 and Ellen Schaffer second the Motion. Motion passed.
- Kerry Derminer made a Motion to give \$1,000.00 for new school banners outside and for grounds beautifications. Traci Haugk second. Motion passed.
- Discussion about new trash cans for outside and possible recycle bins. Kerry Derminer made a Motion to purchase new outside cans, not to exceed \$2, 000.00, including shipping. Traci Haugk second. Motion passed. Vanessa Schultz will research the trash cans and recycle bins.

New Business:

- Installation of New Board Members were sworn in by President Shawn Gibson.

2011-2012 New PTA Officers
President--Candi Drouillard
Vice-President--Jillian Whalin
Corresponding Secretary--Patti Moyer
Historian--Kerry Derminer
Member-at-Large--Kris Weber

Oakland Elementary
Audit Report for 2010/2011

Michigan PTSA #411012
Oakland Elementary PTA
Royal Oak PTA Council
City of Royal Oak School District


A)	Balance as of July 1, 2010	\$1,729.73
B)	Void Check - Reissued (PAWS - \$125.00)	\$125.00
C)	Receipts from July 1, 2010 to June 30, 2011	\$52,180.82
D)	Total Cash as of June 30, 2011	\$50,035.55**
E)	Disbursements from July 1, 2010 to June 30, 2011	\$44,122.43
F)	Balance on Hand as of June 20, 2011	\$9,913.12

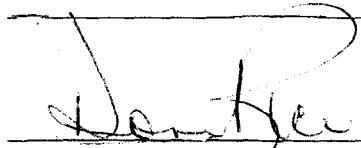
$$(A + B + C = D / D - E = F)$$

Last Bank Statement Balance (June 30, 2011)	\$11,194.99
Checks Outstanding: (Check 2315,2319,2320,2321,2324 & 2326)	\$1,281.87 -
Balance in Checking Account:	\$9,913.12

Date of Audit: August 17, 2011

We have examined the books of the Treasurer of Oakland Elementary PTA and find them to be correct.

Auditor's Signature:  Date: 8/17/11

 Date: 8-17-11

**Note: (check order),(no receipts for: 2254,2274,2277,2323), (NSF check and fee \$125.00 (Claudette,D))

DRAFTOakland Elementary PTA **PROPOSED** 2011 -2012 Budget

Prepared by: Kellie Orloski, Treasurer 2010 - 2012

Wednesday, September 07, 2011

Income and Expenses	Proposed Income 11/12	Proposed Expense 11/12	Actual Income 11/12	Actual Debit 11/12	Net 11/12
5th Grade Graduation		\$500.00			
5th Grade Music Program	\$300.00	\$500.00			
Appreciation Days		\$400.00			
Baby-sitting		\$160.00			
Bake Sales	\$300.00				
Bank Fees		\$100.00			
Book Fair	\$3,500.00	\$3,500.00			
Box Tops	\$1,000.00	\$70.00			
Bracelet Sales	\$0.00	\$0.00			
Broadcast		\$0.00			
Clean up the school grounds		\$150.00			
Community Action					
Am Cancer Society		\$50.00			
Boys and Girls Club		\$50.00			
pizza party for class who donates most blood		\$50.00			
RO Youth Assistance		\$100.00			
ROHS Special Olympics		\$50.00			
Royal Oak High PTSA - All Night Party		\$50.00			
Royal Oak Rotary Club - basket donation		\$50.00			
Thanksgiving Baskets		\$250.00			
Cookbooks - fundraiser	\$0.00	\$0.00			
Cookie Dough Fundraiser	\$19,000.00	\$12,000.00			
Cultural Arts		\$2,000.00			
Donations	\$0.00				
End of Year Picnic/Auction	\$1,000.00	\$1,000.00			
Entertainment Books	\$14,000.00	\$7,500.00			
Field Day		\$70.00			
Flowers/Gifts Staff and Board		\$150.00			
Founders Day Dinner	\$300.00	\$500.00			
Gambling Event at Snookers	\$16,000.00	\$8,000.00		-\$200.00	
Greens Group		\$200.00			
Grounds Beautification		\$500.00			
Historian/Publicity		\$100.00			
Lansing Trip		\$400.00			
Liability Insurance		\$600.00			
MEAP		\$200.00			
Membership (150 members x \$4.50)	\$675.00	\$675.00			
Office Supplies/Expenses		\$150.00			
Presidents Expense		\$0.00			
Principal Day		\$50.00			
PTA Conventions		\$200.00			
PTA Council Dues		\$180.00			
PTA Scholarship Fund		\$500.00			
PTA Unit Dues		\$25.00		-\$25.00	
Reflections		\$500.00			
Restaurant Fundraising:	\$900.00				
Safety & Service Squad		\$600.00			
Safety Insurance		\$50.00			
Secret Santa	\$3,500.00	\$3,500.00			
Secretary Day		\$50.00			
School Purchases		\$5,000.00			
Skate World 2011/2012	\$150.00	\$150.00		-\$150.00	

DRAFT

Oakland Elementary PTA **PROPOSED** 2011 -2012 Budget

Prepared by: Kellie Orloski, Treasurer 2010 - 2012

Wednesday, September 07, 2011

Income and Expenses	Proposed Income 11/12	Proposed Expense 11/12	Actual Income 11/12	Actual Debit 11/12	Net 11/12
Socials					
Mom/Son Event	\$100.00	\$400.00			
Movie Night	\$100.00	\$200.00			
Reading night		\$400.00			
Spaghetti Dinner	\$300.00	\$250.00			
Sweatheart Dance	\$100.00	\$400.00			
Trunk Or Treat	\$100.00	\$300.00			
Welcome Back Parents		\$300.00			
Spirit Wear	\$2,200.00	\$2,200.00			
Store Rewards: (\$1,500.00)	\$1,500.00				
Gordon Foods					
Krogers					
Market Day					
Meijers					
Student Fund		\$3,200.00			
Title One Program		\$500.00			
Welcome Back Staff		\$150.00			
Website		\$90.00			
TOTALS	\$65,025.00	\$59,270.00		-\$375.00	

of Members

Separated Income (150 members x \$5.50)	\$825.00	\$825.00
Separated Expense (150 members x \$5.50)	\$825.00	\$825.00

Oakland Elementary

We are raising money for student activities, field trips, and assemblies!

Our goal is for every student to sell at least 2 books to help us sell at least 700 books which would help us raise \$8,750!

Savings on things you do every day!



Sampling of Popular Offers Inside:

- McDonalds
- Oxford Inn
- Biggy Coffee
- Fritatta
- Skateworld
- Shield's Pizza
- Marinelli's
- Dairy Queen
- Emagine Theatres
- Wendy's
- Dick's Sporting Goods
- A & W Restaurant
- Old Navy
- Astro Lanes

Show the Entertainment membership book to family, friends and neighbors!

- Price: **\$25** (includes \$50 in Bonus Cards and \$10 off the \$35 retail price)
- Sale dates: **September 15th – September 29th**
- Make checks payable to: **Oakland PTA**
- All money and orders due: **Thursday, September 29th**
- Group account number: **253035**
- If you have questions please contact: Nannette Edgil at (248)514-1564
- Take orders for additional products as you go. Please give the books to the last people you sell them to.
- **THESE ARE NOT FREE BOOKS. PLEASE RETURN YOUR MONEY AND/OR ANY UNSOLD BOOKS TO YOUR CHILD'S TEACHER NO LATER THAN THURSDAY, SEPTEMBER 29TH.**

SPECIAL INCENTIVES

GRAND PRIZE DRAWING: (2) \$150 Visa Gift Cards!! Your chances increase with every 2 books sold! Money/orders must be turned in by 9/29 to qualify.
Drawing to take place on October 6, 2011!!

Sell 1 or more books- Receive a voucher for 2 Detroit Preseason tickets for fall 2012!

Sell 2 or more books- Receive a voucher for 1 free Detroit Piston ticket with the purchase of 1 or more discounted tickets and an ADORABLE PLUSH BABY MONKEY!

Sell 4 or more books- Receive a voucher for 2 free Detroit Piston tickets with the purchase of 2 or more discounted tickets, an Alvin Bag, 2 entries into the grand prize drawing PLUS everything above!

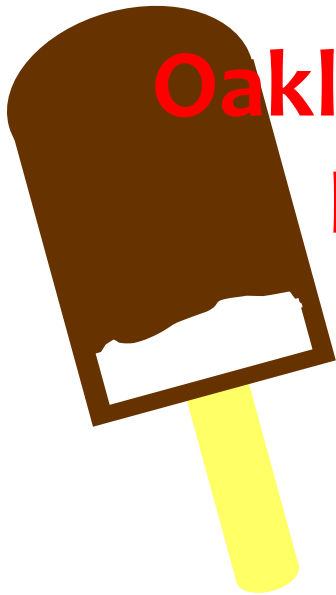
Sell 7 or more books- Receive a FREE Entertainment book and a \$50 CJ Barrymore's Go Kart Certificate (ages 7 and up)!

Top Selling Class in GRADE K-2 & 3-5 wins a cookie party.

Top Seller in the school wins 2 free Detroit Piston tickets AND an invitation to be part of the Fan Tunnel and high five the players on center court at the start of the game!!!

DOWNLOAD THE FREE MOBILE APP-IT'S AWESOME!!

Back to School Oakland Elementary PTA Ice Cream Social



Wednesday, September 21, 2011
6:00 p.m to 7:30 p.m.
On the Playground

Sign up for your 2011-2012
PTA Membership

We would love
to have you join
us and
**BE A PART OF
THE CHANGE!**



Remember to
bring closed toe
shoes for the rock
climbing wall!!

GET YOUR SPIRIT WEAR HERE:

Youth Jersey Shirts \$10.00
Youth Ringer T-Shirts \$8.00
Adult Ringer T-Shirts \$10.00
Youth Sweat Jacket \$20.00





Oakland Elementary School 2011-2012 PTA Membership & Directory Form



Every year, the Oakland Elementary PTA publishes a directory of students and families for the school year. We would like to make this directory inclusive of all students. It's a great resource for setting up carpools, play dates, plan birthday parties, etc... Please complete this form and return it as soon as possible, to your child's teacher, the PTA box (located in school office), or Kimberly Joyce-Fairchild, Membership Chairperson.

Student(s) names:

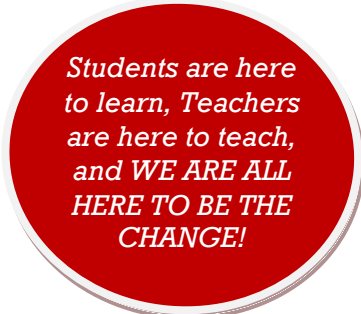
Last name of student(s): _____

First name of student(s): _____

#1: _____ Grade for 2011-2012: _____

#2: _____ Grade for 2011-2012: _____

#3: _____ Grade for 2011-2012: _____



Household Information:

Parent 1: _____ Parent 2: _____

Email Address: _____ Alternate Email _____

Street Address _____

City _____ Zip Code _____

Primary Home Phone Number: Area Code () _____

Alternate Phone Number: Area Code () _____

1. PTA Membership Sign-Up: We would love to have you join us and **BE A PART OF THE CHANGE!** The PTA sponsors many fun and exciting activities for the classrooms, teachers, students and their families throughout the school year, including (but not limited to): Student Assemblies, Staff Appreciation, MEAP Snacks, Year End Picnic, Sweetheart Dance, Mom/Son Bowling, Spirit Wear.... **Visit us on the web at www.oaklandpta.com.**

Yes...Sign me up for the 2011-2012 Oakland Elementary PTA, my check or cash in the amount of \$10 (\$3.25 to Michigan PTA/\$1.75 to National PTA/\$5.00 to Local PTA) is attached (membership includes one (1) free directory).

2. Directory Printing Options

_____ **YES**, include me in the school directory. _____ **NO**, DO NOT include me in the school directory.

(Note: We still need your e-mail address for school and PTA communication purposes.)

Please include me in the directory but DO NOT print the following information:

Address: _____ Phone number(s): _____ Email address: _____

3. Pre-Order Additional Directory Copies]:

I would like to PRE-ORDER _____ additional copies of the Oakland Elementary School Directory(s) at the cost of \$5 per copy (Make check payable to Oakland Elementary PTA).

Parent signature: _____

Date: _____

.....
For Office Use Only: PTA Membership Dues: Cash _____ Ck# _____ \$ _____
Additional Copies: _____ Received Membership Card _____ Received

2011-2012 VOLUNTEER OPPORTUNITY DESCRIPTIONS

During the school year at Oakland Elementary there are many opportunities for you to get involved and help the Teachers, Staff and PTA. Listed below are descriptions of the many opportunities.

ONGOING:

Beautification Committee: Work with school administration to develop a plan for volunteers to help maintain and beautify the building and grounds. **Chair – Vanessa Schultz** vmoana@yahoo.com

Blood Drive – Set up donation drive through local Red Cross. Encourage donors and volunteers to assist at the event. Remind donors & volunteers. **Chair - Open.**

Box Tops Programs – Collect and turn in box tops for cash. **Sarah Patenaude** spatenaude77@gmail.com

Bulletin Board(s): Spend a few hours periodically throughout the school year planning and maintaining the PTA bulletin boards. **Chair – Wendy Zieleniewski** pedalguy@sbcglobal.net

Cultural Arts and School Assemblies: Identify potential assemblies as well as coordinate with school staff and PTA board to approve and book 3-4 assemblies per year. **Chair – Nanette Edgil** timmer30670@tds.net

Fund Raiser(s): PTA has set a goal to raise ~\$25,000 to be used for operations/family events/and one major school purchase. **Chair–Nanette Edgil** timmer30670@tds.net

Green Program – Promote recycling programs and environmentally friendly policies. **Co-Chairs – Julie Brewster** inhomedesign@wowway.com /**Diane Hawkins/Kelley Holloway** kholloway01@yahoo.com/**Nelson Rosario** rosariolaw@wowway.com/**Niki Halbach**

Legislative Committee: Advocacy should be the core of PTA activity – at the State and National Level. Be aware and follow legislative moves that effect our children; attend monthly School Board Meetings; be a strong voice for our children and our school. **Chair – Open**

Library Assistant: Volunteers assist the librarian with check-in in new materials, shelving and filing books. Also assist younger children in obtaining materials. **Chair – Open**

Membership/Directory– Responsible for sending information to Oakland families about joining the PTA. The main membership drive starts mid-July and ends in October; however, families may join the PTA throughout the school year. Also collect and compile contact information from **ALL** Oakland families who are willing to participate in a school-wide directory. Create the Oakland Elementary Directory to be distributed to PTA members prior to Thanksgiving break. **Chair –Kimberly Joyce-Fairchild** kkdiva@aol.com

Newsletter (Road Runner): Work closely with officers to get the current PTA info and reminders for upcoming events. Compile and edit submissions for quarterly school and PTA e-newsletter. **Co-Chairs–Kellie Orloski** k_orloski@yahoo.com & **Jillian Whailan** jillianwhalin22@comcast.net

PTA Website/Facebook/E-mail Notifications: Maintain the PTA website with upcoming events throughout the school year. Upload Minutes and Agendas one week before scheduled meetings. **Chair – Kerry Derminer** derminerk@yahoo.com

Reflections: This is a county-wide contest. This year's theme is "Diversity Means..." for the children to reflect on, and express what that theme may mean to them through art, literature, photography or dance. Volunteers are needed to help distribute the information packets, process the entries received, and serve as judges for the work submitted by the children. **Chair – Michelle Winquist** mwinquist@humana.com

Room Parent: Maintain close communication with your assigned teacher; help secure volunteers for classroom activities. Room Parents act as the PTA ambassador; communicating PTA information to parents and parents needs back to the PTA. **Positions – Open (assignments made by Volunteer Coordinator)**

Scholarships – Review applications submitted to the PTA Council and provide input. **Chair – Rob Graboski** rgraboske@hotmail.com

Spirit Wear: The PTA sells inexpensive clothing and novelty items with the Oakland Elementary logo. Volunteers select the items for sale, process and distribute orders. **Chair – Michelle Winquist** mwinquist@humana.com

Volunteer Coordinator: Send out volunteer sign-up sheet in the fall, collect the information received, create, maintain database of all volunteers. Provide volunteer list to committee chairs as requested. **Chair – Vanessa Schultz vmoana@yahoo.com**

SHORT-TERM:

Teacher's Welcome Back Luncheon (September 1st): The PTA sponsors a luncheon to welcome the staff to a new school year. Volunteers needed to bring dishes, serve, set-up, decorate, and clean-up for the event. **Chair – Candi Drouillard cdrew26@yahoo.com**

Welcome Back to School Event (September 21st): Coordinate/organize event, procure ice cream, entertainment, decorate, set-up and clean-up this welcome back to school social event. **Chair – Candi Drouillard cdrew26@yahoo.com**

Truck-N-Treat (October 19th): Halloween event where people park their cars in a large parking lot. Open trunks, or backs of vehicles, and decorate. Then pass out candy from trunks. Coordinator chooses theme, recruits cars, and organizes activities. **Chair – Amanda Knapp Amandandrew_04@yahoo.com**

MEAP Snack Procure snacks and coordinate distribution to the individual class rooms. **Chair – Wendy Zieleniewski pedalguy@sbcglobal.net**

Charity Baskets (November & December) – Collect food/goods donations and assemble baskets for Oakland Families in need during both the Thanksgiving and Christmas seasons. **Chair – Open**

Family Skate Night (November 12th 1-4pm): **Chair – Vanessa Schultz vmoana@yahoo.com**

Santa Shop (December 14th to 16th): Determine how Santa Shop will be run either through outside company or purchase items separately. Advertise, schedule volunteers, oversee set-up and clean-up. **Chair – Kelley Bacheldor bacheldork@yahoo.com**

Mom/Son Event (January 14th): Coordinate/organize this event. Decorate, light refreshments, set-up and clean-up. **Chair – Ellen Schaefer Schaefer--ecschaefer@att.net**

Founders Day (February 6th): Decorate table for day of event. Table will be judged for top prizes. **Chair – Open**

Daddy/Daughter Dance (February 15th): Coordinate/organize this event. Secure DJ, photographer, light refreshments, decorate, set-up and clean-up. **Chair – Kris Weber scorpkmw@gmail.com**

Reading Night (March 14th): Work with Title One Teacher to coordinate the celebration. Publicize event, recruit celebrity readers, special appearances to make the day a celebration of reading for the students. **Chair – Open**

Spaghetti Dinner/Bake Sale (April 12th): Coordinate/organize event. Procure and cook dinner; decorate, set-up and clean-up. Collect baked good donations, set-up and sell. **Co-Chairs – Kerry Derminer derminerk@yahoo.com /Jillian Whalin jillianwhalin22@comcast.net**

Book Fair (October 3rd – 7th & April 23rd – 27th) – The PTA assists the school in hosing a week long book fair in the school library. Students and their families are given the opportunity to visit the fair and purchase inexpensive books. The school benefits by receiving new books and prizes, based on the amount of book fair sales. Volunteers are needed to help set-up, staff the book fair and assist the children with their purchases. **Chair – Stacey Winn s_yecats1967@yahoo.com**

Staff/Teacher Appreciation Week (April 30th – May 4th) - Volunteers needed to assist with Staff/Teacher Appreciation Week. We need help in planning, securing donations, and carrying out the event. **Chair – Open**

Field Day (June date determined by gym teacher) - Organize and set up water stations; procure and distribute popsicles at end of event. **Chair – Open**

End of Year Picnic (June 14th) – Coordinate/organize this event. Secure entertainment, decorate, set-up, clean-up. ***Raffle Baskets (June 14th)** – Organize themed donations from each class, assemble baskets, and sell raffle tickets. **Chair – Open**

Fifth Grade Celebration (June 15th) - Looking for volunteers to coordinate/organize this event. Decorate, refreshments, serve, set-up, and clean-up. Procure parting gift for each of the 5th graders. **Chair – Open**