

**Medea Creek Middle School
PFC Executive Board Meeting Minutes
September 6, 2007**

Keyla Treitman, Medea Creek Middle School Parent Faculty Club President, called the meeting to order at 10:00 a.m. and executive board members introduced themselves.

Minutes: Rose Covert moved, Patricia Kawamoto seconded the minutes from the June 7th meeting.

President's Report: Keyla gave recognition and thanks to PFC chairpeople, thanking Rose Covert and Denise Arsht for Registration, that ran beautifully. Keyla also thanked Rose for handling the new directory and for co-chairing, with Marilyn Schafer, the magazine drive for the ASB. Keyla acknowledged and thanked Debbie Gerber for handling school attire and Ruty Levy for managing the PFC website, handling used books and e-communication, and all of her work throughout the summer. Thanks were given to Julie Chisholm for chairing the Donated Supplies fund-raiser and Shari Agapiou for setting up PFC volunteers. Thanks were given to Shereen Flamer, who has made significant progress with school family e-mail entries for e-communication. Keyla also thanked Marie Principe for providing hospitality for the morning's PFC coffee chat with the new principal.

Keyla explained about the PFC, that it is an independent group with its own bylaws. The PFC is under the umbrella of the Oak Park Community Foundation that helps with insurance and tax filings. Two members of the PFC executive board meet with the foundation once a year and that meeting is tonight. PFC meetings are usually the first Thursday of each month, unless there is a holiday.

Treasurer's Report: The new school year financial summary report was handed out by co-treasurers Marcia Gordon and Patricia Kawamoto. They explained there is a form for deposits and one for check requests. Both forms will ask each chairperson to indicate to treasurers the breakout of funds for each fund-raiser. Barbara Schwartz moved, Rose Covert seconded the treasurer's report.

Principal's Report: Brad Benioff thank the many volunteers for Registration and all of their hard work over the summer. He was impressed with the level of support and ease of registration. Brad spoke briefly about five new teachers at the school this year. He said the ASB magazine drive has begun. There are 19 new 21st century classrooms at the school, utilizing smart-boards. There have been some bugs, primarily due to older support technology. There are new computers in the P.E. heart lab and C16 lab. STAR scores are out. Brad explained he is not one to focus on test scores; they are merely a snapshot. He indicated that any parents with concerns over the scores should feel free to see him. The school's API score went down 10 points but said this is not cause for alarm. He pointed out STAR calculations were changed this year so the new scores cannot really be compared to previous years. Brad encouraged parents to attend Back to School Night on September 27th. Novemberfest is tentatively scheduled for November 16th.

PFC Membership Directory: Chairperson Rose Covert has found a printing company owned by a parent in the school who will donate the cost. Suzie Bock is assisting with the directory format. The fund-raising dollar numbers for this are up. The cover art contest deadline has been extended. The new art director will assist with the judging.

Book Sox: Keyla said the PFC made the decision not to restock or pursue this fund-raiser.

School Attire: Chairperson Debbie Gerber reported 251 sweatshirts were sold to date. Another

order has been placed that should be in shortly. There will not be a lot of inventory on hand.

e-Scrip: Keyla reported it is up and working. The PFC will promote this fund-raiser through e-communication. The \$100 contest drawing will be held at Back to School Night.

No Frills: Keyla reported the letter mailed to parents for the No Frills fund-raiser is close to completion. She explained this fund-raiser replaces holding an event, such as a dinner-dance, for raising funds. It has been well received in its previous few years.

See's Candy: Keyla said the PFC is seeking a chairperson for this fund-raiser. Last year's chairperson, Marcia Gordon, explained what it entails. Loretta Brown stepped forward to chair it.

A question was raised about no longer having a cookie dough fund-raiser. Keyla explained the PFC elected not to do so this year due to conflicts with other fund-raisers, new fund-raisers in place, and the new wellness policy.

Back to School Night: Co-chairpeople Carin Nathanson and Gwen Ojalvo reported on the teacher dinner menu (Chinese food). There will be a window of time for the meal so that the volunteers can attend Back to School Night.

Used Books: There are now used books available from parents through an online service provided by the PFC.

e-Communication: Keyla was most appreciative to have Sharine Flamer handling this avenue of communication with parents.

Newsletter: Chairperson Karen Sephton said the first deadline is September 17 and there will be a ten-day period for review and editing. The first issue will be published the first week of October. It will be distributed via e-communication, with a few hard copies available in the school office.

Magazine Drive: Chairperson Rose Covert said the campaign is underway. She will need some volunteers for September 20th.

Volunteers: Chairperson Shari Agapiou reported she is working with completing the office volunteer schedules and training. These positions, along with the lunchtime volunteer positions, are hugely popular and not all volunteers could be called upon to help. Previously experienced volunteers are usually chosen as a good deal of training goes into these positions. She is holding off staffing the copy center until the new copy machines arrive, presently thought to be around November. All committee volunteer lists will be available next week.

Friends of Oak Park Schools: Representative Dhana Stevens explained the fund-raising purpose of FOOPS and she will be the FOOPS link to the MCMS PFC.

The meeting was adjourned at 10:55 a.m.

Recorded by PFC secretary Barbara Schwartz

Attendance: Executive Board: Brad Benioff, Keyla Treitman, Dana Mertz, Marcia Gordon, Patricia Kawamoto, Barbara Schwartz; Debbie Gerber, Dhana Stevens, Rose Covert, Lori Andrews, Loretta Brown, Lisa Welin, Carin Nathanson, Suzanne Geetound, Whitney Polikutin, Cathy Harrison, Gwen Ojalvo, Rebecca Levine, Jenni de Caussin, Heather Myden, Anne Lin, Karen Sephton, Shari Agapiou