

# Highlands Elementary PTA General Meeting Minutes

## Thursday, November 04, 2010

Meeting called to order at 7:03.

23 people present


Rena Burks motioned to approve the October 6 meeting minutes. Sarah Hinman seconded. Motion passed.

### Treasurer's Report: Liz Mangrai

- Budget amended to reflect second grade switch from field trips to in-house assemblies.
- All requests for experiments, assemblies and extra money for BEE ticket store from October 6 meeting have all been paid out.
- Unit membership has been paid to district council.
- Workers Comp and taxes are currently being worked on.

Karen Chrsitensen motioned to approve checks #4525-4541. Tessa Keys seconded. Motion passed.

### Principal Report: Dr. Eversole

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- BEST items have been purchased for BEE ticket store. Store will open in December.
  - Reading Assistant- Cost will probably be similar to that paid for science lab position. 15k has been set aside for this year and should cover costs for an assistant that would be starting around February of 2011. Moira Anwar motioned to begin the hiring process for a reading assistant at no more than 15k for the 2010-2011 school year with funds coming from classroom aides. Liz Mangrai seconded. Motion passed.
  - Eagle Scout sign project- Cole presented his proposal for the sign refurbish. Cost would be roughly \$200-250. Project has already been approved by his Eagle Scout leader and by Mt Diablo School District. Rena Burks motioned to approve the funds coming out of campus upgrades. Nicky Henzie seconded. Motion passed.

### Teacher's Report: Rena Burks

Nothing to report, but thank you for lounge upgrades, and reading assistant funding.

### Committee Reports

- **Art Docent- Sarah Hinman & Karen Christensen:** Will be submitting grant proposal to National PTA for purchase of new prints for art room. Asking for approval to submit the proposal as required by PTA rules. Rena Burks made motion to submit grant for art prints. Nicky Henzie seconded. Motion passed.
- **Auction- Debbie Dvorak:** Debbie proposed that the PTA approve the purchase and contract signing for new auction software for this year's auction. She has determined that the Maestro Web and Q-Check software would be more cost effective and