

**Dianne Feinstein Elem. School PTA
Minutes of the Executive Board Meeting**

Date: 11/19/2008

Call to Order: President Nakayama called the meeting to order at 6:40 pm.

Attendance:

Susan Nakayama, President	Erik Rapoport, Parliamentarian
Toni Essex, Vice President	Michelle Chang, Principal
Anson Wu, Secretary	Rich Gonzales, Auditor
Simone Peters, Treasurer	Kate Dunham, Historian
Christine Devivo, Asst. Treasurer	Liz Isaacs, Comm. Building Chair

Agenda item:

1. Vacant Ex. Board seats.
MMP Simone Peters to be Treasurer and Christine Devivo to be Asst. Treasurer with both having full EB voting rights. (8-0-0)
2. Procedure for payment of PTA Expenses
It is the EB agreed upon interpretation of PTA Bylaw Art. 7, Sect. 2B, that budgeted expenses can be paid by the approval of the EB.
It is the EB agreed upon interpretation of PTA Bylaw Art. 8, Sect. 2C, that the EB can authorize payment for unbudgeted expenses up to a cumulative total of \$500.00 between GA meetings.
3. School Site Council Explained their role and the Balance Score Card.
SSC Proposed Topics
 - a. Caring School Community
 - b. Inclusion
 - c. Mainstreaming
 - d. Bullying
 - e. Peer pressure
 - f. Teaching tolerance
4. PTA monetary recordkeeping forms will be determined by the Treasurer.

New Business:

1. MMP – To authorize payment to See’s Candy Fundraiser if orders are prepaid (funds deposited exceed expense). (10-0-0)
2. MMP – To authorize payment to all future fundraisers where sales/orders are prepaid (funds deposited exceed expense). (10-0-0)
3. MMP – To clear 1st Five grant sub-acct within PTA acct. \$425.70 (8-0-0)
4. MMP – To reimburse \$146.69 for the New Family get together outing. (9-0-0)
5. MMP – To purchase a safe to hold PTA funds. Amt. not to exceed \$200.00+tax. (9-0-0)
6. MMP – To reimburse \$27.47 to Ms. Summer for the shipping cost of musical instruments (bass bars) (9-0-0)

Presentation of Bills:

Budgeted Item – Reimbursement for Classroom Expenditures.

\$311.11	Ms. Kayce	Rm. 118
\$492.67	Mr. Simmon	Rm. 212
\$343.67	Ms. Chang	Principal
\$338.13	Mr. Neimark	Rm. 107
\$133.39	Ms. Finnegan	Rm. 112
\$638.67	Mr. Firestone	Rm. 213
\$409.01	Mr. Lam	Rm. 206
\$104.11	Food for PTA meeting on 11/12/08	
\$346.11	Walkathon	
\$303.84	Bagel Kiss and Cry	

Adjournment: President Nakayama adjourned the meeting at 8:55 pm.

Future Executive Board Meetings

- Dec. 17, 2008
- 4th Wed. of every month in 2009