

#### Attendees:

Delonaka Edwards - President  
Kelley Bezrutch - Treasurer  
Martha Crisler - Recording Secretary  
Mirada Jenkins - Communications  
Dave Dickenson  
Karen Goven  
Mary Ellen Paulson

#### Establishing Non-Profit Status

Delonaka Edwards conducted research on obtaining non-profit status for the WIHI PTO. She has received the necessary State of Michigan form or officers to sign. There is a \$20 one-time fee to file with State of Michigan for non-profit status and can we can receive our EIN within a week of filing. Final non-profit status can take several months, but we can operate as a nonprofit with disclosures until the official status is complete. Filing with IRS cost is \$400 (one-time fee) and takes several months assuming we will not raise more than \$10,000 in first year.

#### WIHI PTO By-Laws

Delonaka will get recommended/sample by-laws to share with the members. Team wants to establish by-laws as quickly as possible.

#### PTO Signup at Parent Teacher Conferences

Several parents expressed interest in participating/joining WIHI PTO. Envelope with checks will be given to Kelley Bezrutch

#### PTO directory

It is agreed that more forms need to be solicited from parents. It is unclear if we will be able to incorporate school photos due to restrictions from the photography company. Delonaka talk with Kelly Cartwright (school office) regarding putting a parent authorization-to-publish form into an upcoming newsletter

#### Local Merchant Fundraising Programs

Kelley Bezrutch reports that Meijer and Busch's store sponsored school rewards programs have been established for WIHI. Using the Busch's program WIHI will earn 5% of customer's receipt (3% if paying with credit card) if a "My Way" card is used. At Meijer WIHI will earn ½% of purchases paid with an enrolled Meijer 1 Card or 1% on purchases paid with an enrolled Meijer Credit Card.

WIHI is also enrolled in Target's "Take Charge of Education" program. Once enrolled, every time you shop at Target or Target online you get a 5% discount and school gets 1%.

The Kroger program requires a federal ID number (from WISD), so WIHI is not yet enrolled.

## Setting goals

Several ideas for the 2011/2012 school year:

- Year end event combined with intro for new students.
- Looking far ahead to senior all night party.
- Holiday Cookie trays for staff - ask parents to bring in 12 cookies – Thursday December 22.  
Mirada to prepare flier
- Holiday Breakfast 12/12 – late start date – Lonnie to confirm
- Support product teams with finances
- Requests for donations – “no fundraiser” fundraiser
- Green bottle fundraiser
- Spirit wear

Next meeting Tuesday December 6.