

Attendees:

Delonaka (Lonnie) Edwards – President
Christina Howell – Vice President
Martha Crisler - Recording Secretary
Kelley Bezrutch – Treasurer
Dave Dickenson – School Directory
Mirada Jenkins - Communications
Naomi Norman – WISD representative
Stacey Spencer – Stacey.spencer@sodexo.com
Kim Kronick
Steve Kronick
Ayesha Taj
Majid Taj – majidtaj@yahoo.com

Fundraising

Naomi Norman provided an overview of the role of the Washtenaw Intermediate School District within the county and how and why WISD established WIHI. Existing budget funds operating costs and limited infrastructure costs. Capital improvements to the building are not included in the budget. This includes the cost to equip the science labs.

The challenge with the science labs is the IB curriculum is at more of a college level and requires the type of facilities to support that.

There are several options to address the capital funding shortfall we currently face for the chemistry lab.

- Capital campaign
- Borrow from WISD
- Borrow from IBO

Plan is to establish one labs over several years.

Expand Cafeteria

Expand Parking

WISD is mapping out how the spaces will be used over the progression of the programs.

Labs must be expanded and in place by beginning of 2013/14 school year to begin IB program. \$350K would be needed to accomplish this.

ISD pledged \$250K all will likely be used this year due to low enrollment.

Naomi is planning to establish a focused long term planning / advisory group which would include several community groups, parents and ISD.

Chemistry labs are sufficient for sophomore chemistry. They do need to be outfitted with equipment.

Priorities

- Address cosmetic issues – signage throughout school of East Middle School – Product Team
- Enrichment for video development which can be used on CTN, etc (Glen?)
- Calendaring system
- Long term needs committee

Treasury Report

An account was established with Citizens Bank and \$185 was deposited. These funds were collected from Membership Drive and our first check from Busch's of \$3. Martha Crisler, Tina Howell and Kelley Bezrutch will have signing authorization. Lonnie Edwards will not have signing authority as she will be responsible for balancing the account each month.

Establishing Non-Profit Status

Non-profit status was established within Michigan, but 501c3 with IRS is pending approval. This process will take several months.

PTO directory

Lonnie investigated a possible company for the school directory. A new permission form which needs to be signed and returned (by established due-date) will be mailed home to parents. Once the directories are ordered there is a quick turnaround. Dave Dickenson will investigate his wife's availability to help with the layout.

Committees

PTO directory committee - needs to be established quickly. They will get permission slips from parents and faculty. Dave Dickenson, Ajmal Ansari, Tina Howell, Ayesha Taj and Julie Bernas have agreed to staff the directory committee. Dave was selected to chair this effort.

By-Laws committee – the By-Laws of the International Academy were distributed as an example. Lonnie Edwards, Tina Howell and Mirada Jenkins agreed to serve on this committee.

Spirit Wear – Julie Barnes will investigate this with Kelley Bezrutch. They will work with Mr. Pierson to coordinate this with the product team.

End of Year Celebration – Targetted date is the afternoon of June 19. Martha Crisler, Julie Barnes will touch base with Kelly Cartwright to initiate a plan.

Fundraising Committee -

Staff Holiday Breakfast and Holiday Cookie Trays were successful teacher support event.

Guest Speaker Meetings – Are there ideas for future programs or speakers? Is there information you want to receive from the school? One idea is an overview on enrichments and further information about the expectations of the IB program.

Principal's dialogue meeting – Conducted February 7

- Enrollment for next year – there are currently 120 enrollment packages submitted. The goal is 150 new students. PTO members are encouraged to share their experience with WIHI. Application deadline has been extended.
- Funding – the substantial funding from Eastern Leadership group for the chemistry labs is likely to be dropped. Mirada and Lonnie are investigating the issue with WISD. They will attempt to schedule an Ad Hoc PTO meeting to meet with Naomi Norman.

Ajmal investigated a communication tool called "Drop Box" for file exchange. He will forward information to the team for consideration.

Meeting Adjourned at 8:19pm

Next meeting tentatively scheduled for March 8 at 7pm