



**Kingsley General PTA  
Meeting Agenda  
2023-2024**

**Executive Board Members**

President - Ryan Garrity  
Vice President - Amy Houser  
Financial VP - Jeff Leesman  
Standing Committee - Sarah Wilhite  
Ways & Means Co-VP - Lindsay Garrity  
Ways & Means Co-VP - Meggen McKenzie  
Membership - Devon Hickmann  
Secretary - Megan Tripodi

**Resources**

[Kingsley PTA Website](#)  
23-24 Kingsley PTA Committees  
[Kingsley Bylaws 2022-2024](#)

**Purpose of the Kingsley Elementary School PTA**

The Purposes of the Illinois PTA and the Kingsley Elementary School PTA  
in common with the purposes of National PTA are:

- a. To ***promote the welfare of children and youth*** in home, school, places of worship, and throughout the community.
- b. To ***advocate for laws*** that further the education, health, welfare and safety of children and youth.
- c. To ***raise the standards*** of home life.
- d. To ***advocate for fiscal responsibility*** regarding public tax dollars in public education funding;
- e. To ***promote the collaboration and engagement of families and educators*** in the education of children and youth; and
- f. To ***engage the public in united efforts*** to secure the physical, mental, emotional, spiritual, and social well-being of all children and youth.



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## January 17, 2024

Approx Time	Topic	Purpose/Notes
<b>Location: Zoom Link</b> <b>Time: 7:30 pm</b>		
	<b>Call Meeting to Order/Welcome</b> <i>(Ryan Garrity, President)</i>	In attendance: <ul style="list-style-type: none"> <li>● PTA Executive Committee: R. Garrity, S. Wilhite, A. Houser, J. Leesman, M. McKenzie, M. Tripodi, D. Hickman</li> <li>● Kingsley Staff: N/A</li> <li>● Parents/Caregivers: C. Malone, A. McNeal, A. Casati, A. Ava, T. Fisher</li> <li>● Total: 12</li> <li>● Meeting called to order at 7:34</li> </ul>
	<b>23-24 General PTA Meeting Dates</b> <i>(Ryan Garrity, President)</i>	<b>23-24 Proposed General Meeting Dates:</b> <ul style="list-style-type: none"> <li>● April 23, 2024 (Tuesday)               <ul style="list-style-type: none"> <li>○ 730pm</li> <li>○ Another Round</li> </ul> </li> </ul>
	<b>President Update</b> <i>(Ryan Garrity, President)</i>	<ul style="list-style-type: none"> <li>● We will have open positions come available for next school year including President, Vice President, Ways and Means and Membership.</li> <li>● Looking for volunteers for a nominating committee (2 members of the Board and 2 outside members) so we can start thinking about the Board composition for next year.</li> </ul>
	<b>PTA Efforts for 23-24 School Year</b>	<ul style="list-style-type: none"> <li>● Continue to focus efforts on increasing PTA participation (100% staff!) and involvement for parents/caregivers and teachers</li> <li>● Vary the format, time and locations for our PTA meetings so that we can increase our participation rates for our members</li> </ul>



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		<ul style="list-style-type: none"> <li>● Increase the frequency of our communications and the way in which we communicate regarding PTA meetings and events (e.g., social media, principal newsletter, email group, etc.)</li> <li>● Work toward increasing opportunities for our children, parents/caregivers and teachers to participate in during the school year including field trips across all grades, VIP Daughter and Sons events, Kingsley Carnival, monthly Teacher Appreciation events, etc</li> </ul> <p>Discussion/Comment</p> <ul style="list-style-type: none"> <li>● N/A</li> </ul>
	<p><b>PTA Board Committee Updates</b> <i>(PTA Executive Board Members)</i></p>	<p><b>Membership Update (Hickmann)</b></p> <ul style="list-style-type: none"> <li>● N/A</li> </ul> <p><b>Ways and Means Update (Garrity/McKenzie)</b></p> <ul style="list-style-type: none"> <li>● Upcoming Events/Dates             <ul style="list-style-type: none"> <li>○ Adult Spring Fundraiser                 <ul style="list-style-type: none"> <li>■ Discussions with Fremont on date currently underway</li> <li>■ Committee will be formed and meetings to plan and organize event will take place soon - 16 volunteers for this committee</li> </ul> </li> <li>○ Paper Peony Candle fundraiser - discussions currently occurring with owner</li> </ul> </li> <li>● Experiences Needed             <ul style="list-style-type: none"> <li>○ If anyone wants to host an experience, let us know</li> <li>○ C. Malone interested in hosting an event for the year end - will coordinate with the Board to get details worked through.</li> </ul> </li> </ul>



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		<ul style="list-style-type: none"><li>● Assemblies<ul style="list-style-type: none"><li>○ Meeting with Chuck Brewster occurring 1/23 to discuss timing and type of assembly to be organized</li></ul></li></ul> <p><b>Finance Update (Leesman)</b></p> <ul style="list-style-type: none"><li>● <a href="#">Budget with monthly actuals</a></li><li>● YTD (thru December) +\$3,688.42</li><li>● January expenses to date include Pancake Breakfast, Fun Lunch, Teacher Grants</li><li>● Expenses are tracking below budget. We need to increase student spending (field trips, assemblies, etc) and order additional outdoor equipment from excess playground funds.</li><li>● Pancake breakfast was a money maker, but budgeted to break even.</li><li>● Experiences have been significant money makers - Thank you to the hosts! The hosts cover all expenses as a donation so 100% of ticket price proceeds go to the PTA.</li><li>● Tax extension approved by IRS. 2022-2023 tax return is more complicated due to playground fundraising.</li><li>● State &amp; Local PTA dues are paid and required insurance renewed. These total ~\$1,300.</li></ul> <p><b>Standing Committee Update (Wilhite)</b> <b><a href="#">Expense Budget</a> for all events - Must be submitted before the event, for approval</b></p> <ul style="list-style-type: none"><li>● Yearbook - Tina F. is heading, many people volunteered to help</li><li>● School Supply Kits – Anyone interested in taking it over - Mary Boyle will help with the transition</li><li>● Classroom Vday Party - Confirmed 2/14 - Mr. Brewster will confirm 2-2:45 time with BLT<ul style="list-style-type: none"><li>○ Room Parents will receive</li></ul></li></ul>
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		<p style="text-align: right;">more information soon once details are finalized</p> <ul style="list-style-type: none"> <li>● Dining Out Nights - 02/16/24 @Panera</li> <li>● VIP Daughter Dance - 2/3             <ul style="list-style-type: none"> <li>○ Ticket sales run though 1/19</li> </ul> </li> <li>● If anyone would like to volunteer, and hasn't filled out the <a href="#">Google Doc</a>, please do – some events have passed.</li> <li>● 6th Grade Shirt – Lisette Kreuzer, Karyn Piegari and Megan Crider</li> </ul>
	<p><b>PTA Upcoming Events</b></p>	<ul style="list-style-type: none"> <li>● <b>ERAs VIP Daughter Dance - 2/3/24</b></li> <li>● <b>Fun Lunch:</b> <ul style="list-style-type: none"> <li>○ 1/19 - Culvers</li> <li>○ 2/2 - Cozzi Corner</li> <li>○ 2/16 - Outpost</li> <li>○ 3/15</li> <li>○ 4/5</li> <li>○ 4/19</li> <li>○ 5/17</li> </ul> </li> <li>● <b>Dining Out Nights - 02/16/24 @Panera</b></li> </ul>
	<p><b>Questions/Discussion Items</b> <i>(All)</i></p>	<ul style="list-style-type: none"> <li>● Carnival Update - Can we do it next year even though it came in at a loss? Learning curve with new events and events coming back post COVID to better budget and plan for future years. Well attended and great event for K-2.</li> </ul>
	<p><b>Adjourn Meeting</b> (Ryan Garrity, President)</p>	<ul style="list-style-type: none"> <li>● M. Tripodi Motioned to Adjourn Meeting</li> <li>● J. Leesman Seconded</li> <li>● Meeting adjourned at 8:09pm</li> </ul>