

DRAFT: Submitted 10/13/13 to be reviewed and approved at meeting on 11/13/13.



EMES PTA

General Membership Meeting

Wednesday, October 9, 2013

Minutes

Attending:

- | | |
|----------------------------------|-------------------------|
| 1. Juana Kazmierczak | 10. Michelle Taliaferro |
| 2. Kim Cheshire | 11. DeAnne Munley |
| 3. Kate Warren | 12. Liliana Castro |
| 4. Shantell Evans | 13. Kim Noel |
| 5. Denise Tyler | 14. Julie Sprinkle |
| 6. Dan Lani, Assistant Principal | 15. Kevin Arcono |
| 7. Mike Pellegrino, Principal | 16. Lisa Krepich |
| 8. Maureen Kirk | 17. Anne Marie Veda |
| 9. Angie Tomaszewski | 18. Gretchen Leonard |

Call to Order: Meeting was called to order by President, Angie Tomaszewski at 9:05 a.m.

Approval of Minutes: Lisa Krepich presented the previous meeting's minutes. Maureen Kirk made a motion to approve the minutes from 9/11/13, as written. Michelle Taliaferro seconded. **Minutes were approved** with unanimous vote.

Report of the Executive Committee

- Treasurer's Report, Juana Kazmierczak, Treasurer
Juana distributed new copies of the PTA budget updated as of 10/8/13. She noted she has processed many requests for reimbursement (assemblies, planners) and it is exciting to see support as income comes in. Highlights from the budget include: Spiritwear has reached its income goal and still has plans to roll-out more products; we have received several "Non-Fundraiser Donations" from new PTA sponsors to support the Student Directory printing; we have purchased supplies for the clinic and reimbursed several teachers for classroom supplies; and have roughly \$29k to raise toward our income goals. Moving forward, Juana has encouraged committee chairs to use coupons, try borrowing items rather than purchasing, and work toward reducing expenses, however, there is not a freeze on spending. Just an emphasis on staying within each program's approved budget figure.
- Introduction of newly appointed Standing Committee Chairs – Angie introduced each Standing Committee Chair (as noted below) and thanked them for agreeing to serve in their leadership position with the EMES PTA. Committee Reports followed.

Report of Standing Committees

- Outdoor Classroom Project Committee – Shantell Evans, Chair
The design of the Outdoor Classroom (the OC) is underway. We now have a mission statement: The Outdoor Classroom seeks to connect the Science, Engineering, Technology and Math curriculum with a brilliant display that both inspires and educates young minds, thereby promoting a lifelong passion for learning. Plans are to begin applying for grants – there are many opportunities out there for this type of educational resource. The OC will support "S.T.E.M." teaching (Science, Techonology, Engineering and Math). All grades will have an SOL supported

activity in the OC. Shantell Evans and Angie Tomaszewski did some brainstorming with several of our EMES dads and their advice is to "Go Big or go home." The Outdoor Classroom will merge nature and engineering, will appeal to all 5 senses, and our planning committee will solicit the input and support of our EMES teaching staff. Several "tagline" options were discussed and the thought of offering a Facebook or Constant Contact poll to decide were suggested. In reviewing the mission and vision, a suggestion was made to add "Educators" into the mission statement since this will be such a new and different space for our teachers to utilize. Shantell provided a diagram of our current space that was measured and drawn by EMES parent, Karen Guirantano.

- Communications & Marketing Committee – Angie Tomaszewski, Chair

We continue to strive to provide timely updates and information to our parents. Michelle Taliaferro offered comments on recent Facebook posts noting to keep strictly to school-specific information and/or reminders. A suggestion from the floor was made to "tweet" a link to Facebook and a discussion followed regarding the amount of communications we provide.

- Volunteer Committee – Kevin Arcano, Chair

We are receiving positive feedback on the use of Sign-Up Genius for our volunteer needs. Kevin distributed copies of our volunteer emails lists. Kevin is working diligently to correct emails that "bounce back" and to update Committee Chairs on their volunteers. He has also created volunteer badges that will be located in the second drawer of the PTA file cabinet.

- School Events Committee – Kevin Arcano, Chair

1. Highlight revised SPOOKY BINGO AND USED BOOK SALE

Maureen Kirk, Spooky Bingo Chair, noted that we have many great prizes for our Spooky Bingo event this year! We are currently taking reservations and have included for the first time a "used book sale." Donations of books are being collected now and Sally Dunleavy, Outreach Chair, has created a price scale and will staff the sale at the Bingo event. Spiritwear will also be sold at Bingo and will provide a few items for their raffle.

2. Variety Show – Currently we do not have a volunteer Chair for our Variety Show event. Two EMES parents have generously offered to have a children's music performer, Robbie Schaefer, perform either in place of the Variety Show or to somehow share his talents with our students through an Assembly (might not be possible given three assemblies already scheduled)) or by serving as MC of the event. Entertainment during the Walk-a-thon was also suggested. It was decided to table this discussion and to allow Maureen Kirk (Ways and Means Chair) and Kevin Arcano (School Events Chair) to discuss and outline a possible plan. An appeal for a Variety Show Chair will be made via PPI with a deadline and if we do not find volunteers we will further explore using the Robbie Schaefer performance to fill the PTA calendar opening on 4/25/14 (vacated if Variety Show is canceled).

- Outreach Committee – Sally Dunleavy, Chair

The EMES Outreach Committee is new and currently has a limited spending budget. Sally would like to explore the option of including Outreach as a fundraising line-item on our PTA budget. Currently, they are managing Backpack Buddies (a detailed meeting will follow this PTA meeting) and are taking donations for our first ever Used Book Sale. The proceeds of this sale will add to the goal of providing vouchers to students for our Scholastic Book Fairs. Sally encourages us to advertise our sale and emphasize the theme: "reduce, reuse and recycle."

- Ways & Means Committee – Maureen Kirk, Chair

1. Highlight new Sponsorship Chair, Gretchen Leonard

Gretchen was introduced and it was noted again that we have had great success in securing sponsors to off-set our printing costs for this year's Student Directory. Efforts will continue to expand this opportunity.

2. Box Tops, Denise Tyler

Denise will continue to log box tops for our classrooms and we will offer quarterly prizes for the classes with the most donations. She is tracking a lost check from Box Tops from last year and will gain assistance from Mr. Pellegrino to obtain the missing income. The current Box Tops binder will be located in the PTA mailbox.

3. EMES Eats Out, Kim Cheshire

Our EMES Eats Out committee awaits two checks – one from Sweet Frog and one from Chic-Fil-AI.

• Membership Committee – Lisa Krepich, Chair

1. PTA Membership results. Stephanie DeWan is completing the printing of all PTA Membership cards. Many went home in the 10/4 Friday Folders, but the remainder will go this week on 10/11. We have 28 staff memberships and 247 parent memberships for a total of 275 members for the 2013-2014 school year. Mr. Pellegrino would like to see the staff memberships go up and noted that teachers may have thought they would be automatically registered. We will work to qualify any miscommunication and will encourage more teachers to take advantage of the free membership offer.

2. Student Directory. Lynn Colavita has completed the data entry and proofing is also being finalized. We have received 2 full-page sponsors and 3 ½-page sponsors for the directory, which will help to defer the cost of having it printed at Office Depot. Once printed, her volunteers will assemble the directory and the goal is to have it in Friday Folders on 10/18/13.

• Education, Arts & Athletics Committee – Julie Sprinkle

1. Our After School Enrichment Program (ASEP) will begin the Fall session on 10/15/13 and will run for six weeks. There are 10 unique clubs, 3 run twice. Six clubs will be held on Tuesdays, 7 on Wednesdays run mostly by teachers (2 by parents). Aracely Bultrowicz will assist with gathering students and managing sign-out with parents. Enrollment this Fall has increased by 54% to 143 students. Using a sliding pay scale for clubs with lower enrollment we should net over \$3,000.

2. Study Buddies has begun for this year. We have 24 volunteer adults to provide academic tutoring, each with at least 2 student “buddies.” Some meet with 2 sets of students, meaning over 50 students benefit from this program. They meet during lunch on Fridays.

• Staff Support Committee – Lisa Krepich, Chair

Laurie Williams, Staff Appreciation Committee Chair, will provide goodie bags for teachers the last week of October.

New Business

- Mission Statement – This item was tabled until the next meeting or will be reviewed via email.
- Next PTA General Membership Meeting: Wednesday, November 13, 2013 at 7:00 p.m.

Adjournment. After a final call for new business, Angie Tomaszewski moved to adjourn the meeting at 10:20 a.m. Kim Noel and Kate Warren seconded.