



Minutes of the South Fayette Elementary PTA Meeting September 24, 2008



Gina Duncan - **President** **Laura Helbling** - **Treasurer**
Mary Ann Sabo - **Vice President 1** **Traci Miller** - **Secretary**
Kari Bair - **Vice President 2**

Gina Duncan called the meeting to order at 6:31 pm. The Pledge of Allegiance was said. An inspiration was read by Mary Ann Sabo.

Minutes of the last PTA meeting were reviewed. They will stand as approved.

An attendance sheet was passed around and introductions were made. There were 24 members in attendance.

TREASURER'S REPORT

Detailed financial statements containing the balance sheet, profit and loss budget vs. actual report, and check detail report were distributed at the meeting and are on file for audit.

Previous Balance Checking	\$ 27,555.93
Deposits & Transfers	\$ 44,263.86
Checks	<u>\$(56,234.80)</u>
Current Checking Balance	\$ 15,584.99
Current Money Market Balance	\$ 14,662.14
Total	<u>\$ 30,247.13</u>

Correspondence

Gina passed around an article from the PTA about old and new PTA members for members to review. She also showed a picture and article about the Saxton PTA, which was recognized as one of the Top Ten PTA's. Gina sent them a note of congratulations.

President's Report

Gina reviewed proper meeting conduct that she would like everyone to adhere to. This includes eliminating side conversations, setting cell phones to vibrate, keeping discussions limited and allowing the committee chairs to make the decisions for their respective committees.

October is Parent Involvement Month. There will be a kickoff at the capitol building in Harrisburg, PA on October 8th. Gina will get the details if anyone is interested in making the trip to participate.

Gina mentioned the website PTA Votes (www.pta.org/vote). This is a good resource for all members especially in an election year. PTA members are also reminded that they are prohibited from wearing any political buttons, shirts, etc. to any PTA function.

The SFEPTA website will be up to date by this coming weekend. If anyone emails a document to Roberta for distribution, please email it to Gina as well so that she can update the website.

One of the goals of our PTA for this year is to get the teachers more involved with the PTA. We are always looking for new ways to make things better and the teachers are likely to have some great ideas as to how to get the kids involved and excited for our programs. If any committee would like to get any input from the teachers, please see Denise and Laurie and let them know what you are looking for. They will then facilitate the interaction with the teachers. Also, it's a good idea to follow up after an event to get feedback on how things went and what can be improved.

Jumpstart Read for the Record will be on October 2nd, 2008. They are trying to beat the record for the largest shared reading experience in one day. The national PTA is offering an incentive to 1 PTA per state with the highest percentage of participation. The reward will be \$1,000 in free books. Mrs. Beverina-Moore is coordinating with the librarian to have the book, which is Corduroy by Don Freeman, read to each class during the day on October 2nd. We will then submit the paperwork stating how many children were read to that day. If anyone has a copy of the book that they can loan to the school for that day, it would be appreciated. Roberta will also email a notice out to parents to let them know about the program and to give some info about how everyone can donate to this project to help supply books to disadvantaged families.

Vice Presidents' Reports

Kari Bair, VP2, reviewed with members the plans for collecting volunteer hours for this year. Everyone is asked to submit their hours on a monthly basis via the volunteer hour form or by email. Any committee that has an event should have a sign in sheet available to volunteers so that they can log their hours that day. These sheets can be turned in to Kari after the event is over.

Committee Reports - Upcoming Events

Book Fair - Book Fair will be held October 1st - 3rd and 6th - 8th. Bagels and Books will be held two mornings this year. Help is still needed for tear down - please contact one of the chairs if you can help. Otherwise everything is on schedule.

HR Reps - The HR Rep meeting will be held on Friday, Sept. 26th at 2:45pm. All homerooms have had reps assigned at this time.

Fundraiser - The turn in day for the fundraiser is Monday, Sept. 29th. The committee will need help throughout the day on the stage to count money. We may be able to extend the turn in deadline if we are behind our targets. Items can be bought online throughout the year.

Reflections - The theme for this year is "Wow". Advertising for the event will begin next week and judging will happen in the beginning of November. The chair will meet with Mrs. Sneberger to encourage the kids to participate.

Family Science Night - Currently there are 25 students registered to participate. The deadline for registration will probably be extended. Several programs have been lined up including programs from the Carnegie Science Center and the Carnegie Museum. This is a great program to get the teachers involved with promoting.

Accelerated Reader – The AR program has started and the spreadsheet has been updated. Parents have not been notified about the program yet but will be in the next couple of weeks.

Adopt a Book – The books are in and an email about the program will be going out shortly. Parents can buy a book for the library in their child's name and the child gets to be the first one to check it out. The cost will be \$15 per book. There was some discussion on where to keep the books for the program. Denise and Laurie will discuss with Mrs. Petrick and determine a suitable location.

Reading Den – The committee is almost done with the inventory and the program will be starting soon.

Artist in Residence – Planning is underway for the 2nd grade project. The committee is working out the schedule with the 2nd grade teachers. The 2nd graders will most likely be working with a puppeteer this year.

Health and Wellness – The fitness calendar is out on the website and a letter will be going out about the program to parents. This year prizes will be awarded not only to individual students for participation but also to the class with the most hours. A “race” will be put up on the wall near the gym that the children can watch throughout the year. This is another program where we would like to include the teachers input to promote this with the kids. There is a parent involvement meeting on Sept. 29th at 3:45pm where this can be discussed. Anyone is welcome to attend.

Committee Reports – Past Events

Little Lions – The New Family Tea was a success. About 15 families attended over the summer and were treated to refreshments, a tour and a free T-shirt. Several people were on hand to speak including Dr. Hippert, Teresa Burroughs (school board member) as well as Mrs. Beverina-Moore and Mrs. Gray.

Market Day – The first sale tallied a little over \$400 in profit. Cerena thought this was not a great month and is working on a marketing angle that will get people excited.

School Pictures – Picture Day went smoothly although combs are always an issue and may need to be done away with in the future.

Track and Field Day – The day was very successful and fell within budget. The kids had a lot of fun and the Olympic theme went over very well. Our new gym teachers did a great job especially being their first year and are excited for this year's event.

Staff Appreciation – Both the Bus Driver's lunch and the Teacher's breakfast went well. The breakfast was purchased from LaBella Bean and the PTA officers were present to be introduced and mingle with the teachers.

Summer Reading – The program was a big success. More than 122 readers took over 3000 tests, Denise and Laurie read to children and prizes were given. The top reader read 180 books.

1st Grade Lunch – There was an overabundance of volunteers yet it did go well. The children did have one indoor recess which was nice so that the parents got to see what happens on those days.

Committee Reports – Ongoing Events

Cubs Corner – The store is doing well so far. They have changed suppliers and the website is really helping to sell more apparel. They have been able to get rid of a lot of old stock and are planning to decorate the front windows above Tiffany with merchandise to advertise to parents.

Meals On Wheels – Sandy passed around a sign up sheet for cookies. Cookies can be dropped off at Goodwill Manor.

Indoor Recess – Sandy is in the process of completing the art bins for each of the classrooms. If anyone is interested in helping out, please contact Sandy. Also, anyone who has coupons for Michael's or Joann Fabric, please get them to Sandy. The bins should all be in the classrooms by the end of October.

Grant Applications – We have received \$4,500 in grants from Target for use in the Reading Den program. Target and Best Buy are also offering grants that can be applied for by teachers for field trips and electronics.

Box Tops – Please continue to turn in your box tops.

Campbell's Soup Labels – The committee chair is looking for moms who would be willing to cut labels from home.

Membership – Currently we have 635 members. Our goal is 710 members and the campaign will continue through October 10th. The losing principal will dress up as Ms. School Spirit and visit the classrooms of the winning principal. Everyone is encouraged to sign up as many family members as possible.

Yearbook – Lots of pictures have been taken already. The committee is ready for Spirit week photos and green and white photos have already been taken. An email with tips on taking good yearbooks pictures will be coming home shortly.

School Pride – This year's theme is "South Fayette Rocks" and the students will be given out a customized pen as their prize.

Paw Print – Chairperson Michelle Nelson has had some health issues and has been unable to publish the Paw Print so far this year. Gina discussed the idea of condensing it and linking it to the website or eliminating it altogether. For now, we will go with condensing it and waiting to see where it goes from there. Tracy Snyder will be taking over the chair position.

There was a side discussion about the amount of emails being sent home and whether or not it is effective. We do not want to overwhelm people with emails. One step we will take is to include a "PTA" section of the weekly announcement so that PTA events don't get lost in the midst of everything else.

New Business

The budget was reviewed for this year compared to last. Brynne Allcorn suggested changing the income for the Cubs Corner store as she was uncertain if we could make the budgeted profit. The store has grown enough that we will need to decide what direction the store should take – either as a profit making fundraising business or as a service to the kids. The committee feels that the

budgeted amount is reasonable based on current sales and we will not change the budget at this point. Denise Beverina-Moore made a motion to accept the budget. Brynne Allcorn seconded the motion. The budget passed by a unanimous vote.

The goals for the PTA were reviewed by the members present. Denise Beverina-Moore made a motion to accept the goals. Laura Helbling seconded the motion. The motion passed by a unanimous vote.

The standing rules were reviewed by the members present. Karen Behling made a motion to accept the changes to the standing rules. Laura Helbling seconded the motion. The motion passed by a unanimous vote.

Miscellaneous

Brynne Allcorn mentioned that the school nurse is in need of children's underwear in all sizes. If anyone is out shopping and would like to pick up some to donate, it would be much appreciated.

The question was asked as to how the best way to correspond with the teachers would be. The proper method is to go through Denise and Laurie first and they will make arrangements with the appropriate teachers. Gina should also be notified so that she can review any needs of the PTA with the staff possibly once per quarter with emails in between.

A motion was made by Laura Helbling to adjourn the meeting. The motion was seconded by Denise Beverina-Moore. Gina adjourned the meeting at 8:32pm.

Next PTA meeting - Monday, October 20, 2008.

Secretary

Date Approved