

PTA Meeting Minutes 9.10.2019

Attendees: Deanna Laird (President), Susan Sanford (VP), Michelle Oteri (Treasurer), Brooke Leahy (Sec./Membership), Shelley Einbinder (Principal), Pam Hurley, Suzanna Crowell, Susan Schreck, Frederica Carpenter, Bethh Zeller, Heidi McDonough, Stephanie Immelt (SRO), Fabiana Monico, Elton Monico, Jen O'Hanlon, Antonio DaSilva, Aliciane DaSilva, Alicia Knight, Melinda Rabbit DeFeo, Nancy Cole, Nicole Barlett

Meeting started at 8:20 am.

I. PTA Introductions & Update

- Welcome to new members and overview of PTA mission and committees.
- Reviewed Current Membership numbers currently 72 paid memberships, already higher than total membership for 2018/19 school year. Reminder to all that dues and membership must be updated yearly, and teachers must be paid member for current year for grant requests to be considered.
- Vacant Secretary Position--Brooke acting Secretary role.
- Past Business: Two PTA scholarships awarded last June (\$1000 each) to Emma Searle and Hollis Kelley, need to get Hollis his check. (Michelle)
- Awarded over \$4000 in teacher grants last year including Nicole Shank etching machine (K-8 Art), ELL software, Weekly Readers and more.
- Approved June 2019 minutes

II. Treasurer's Report

- Committee of 3 people needed to complete Audit. Heidi McDonough, Suzanna Crowell, and Paolo DeOliveria chosen, need to set date and time to complete
- Current Balance: pending update from Michelle
- Confirmed goal to maintain on-going balance of \$4,500 overall. Amount over is earmarked for PTA spending on grants, events, programs, etc.
- Wrote out checks for Brooke Leahy (\$74.74), Connie Leuenberger (\$248.50), Pam Hurley (\$355.89), Nicole Miranda (\$425.54)
- Must establish who is responsible for keeping the grant requests

III. New Business

- Multiple Teachers/Staff members in attendance (Thank you)
 - Alicia Knight (3rd grade) asked about grant parameters, duties of room parents, possible change of meeting time to facilitate wider staff attendance. Will work with Brooke to provide room parent info. Deanna to put together description of PTA mission and general info about what we do for teachers, as well as grant parameters (see MassPTA.org) Suggestion of adding PTA dues to Celebration Committee dues to increase teacher participation (Thank you Nancy)
 - Pam Hurley (1st grade) resubmitted grant request due to change of grade. Update regarding Stop and Shop A+ program (makes over \$5K for school annually, we're one of the highest grossing schools but could make more, does not effect gas points, sign up as many people as possible on line and on the app, possible table at Halloween Party to assist, send email with link, and add to Facebook to raise awareness)
- Nicole Barlett (School Nurse)- **Health and Wellness Committee**
 - Discussed Health Fair (9/11), requested grant for local honey for upcoming cold season, requested parent input about what they would like Health and Wellness com to address: suggested Doodle Poll to obtain answers (vaping, immunizations, sleep, tech/cyber security)
 - Will provide date and times of upcoming H&W com meetings so PTA representative can attend
- **School Garden** (Melinda Rabbit DeFeo)
 - Green house still requires electricity(3 bids @ \$10K), waiting on Mike Dolby to speak with NStar to avoid extra cost of routing electric through school (does anyone know someone @NStar to facilitate) PTA has agreed to \$3,500 towards project, Melinda will fundraise as necessary to make up rest of budget

- Garden Account balance \$2173.99, expense report of \$776.05. PTA will provide funds for fall soil (\$750), Spring plant sale made over \$3000.
- Garden is curriculum based fully integrated on K level, would like more help esp. 1st grade parents
- Perhaps set up a Garden/Parent liaison and/or committee
- Library (Nancy Cole)
 - Scholastic Book Fair: October 21 – 28. Need volunteers for Set up, break down, and scribing for K-1. All volunteers must be CORI checked (needs to be done annually) Will confirm time and day of set up and break down. (PTA splits proceeds of sale)
 - Author Visit: October 2. Author Matt Tavares (Dasher) Five copies of several of his books available for purchase and signing
 - Later this year entire school (K-8) will be reading Wishtree by Katherine Applegate
- Boosterthon Glow Run (Jan 1- pep rally, Jan 24-run)
 - Wild West theme
 - All sponsorship payments done on line (when can donations be initiated?)
 - Need at least 8 parent volunteers to coordinate with company
 - Will require parent and teacher help (info meeting following pep rally 1/14 after school)

IV. Committees & Fundraising

- Classroom Parent (Brooke Leahy)
 - Need to establish duties and parameters. Brooke to work with Alicia Knight to gauge teacher need and expectations. Still need Classroom parent sign ups for several classes
- Health & Wellness-see under New Business-Nicole Barlett
 - Need PTA representatives on Committee
- Anti-Bullying (Climate)
 - Need PTA representatives on Committee
- School Garden-see under New Business-Melinda Rabbit DeFeo
 - Need to establish committee/head parent
- Scholastic Book Fair-see under New Business-Nancy Cole
 - Need Volunteers for duration (CORI check required)
- PTA Recruitment / Marketing, PTA Bulletin Board (Brooke Leahy)
- Fundraising, including (not limited to the following)
 - PTA Auction Event
 - "Easy Money" Programs:
 - A+ Rewards – Stop & Shop (open position)
 - AmazonSmile
 - Box Tops (Valerie LaVigne)
 - Vineyard Propane (Heidi McDonough)
 - Schoola (Brooke/Deanna)
 - Boosterthon Glow Run see above (Deanna)
 - Approved purchase for large check for presentation of funds PR opportunities
- Events, including (not limited to the following)
 - Halloween Party
 - Pizza Bingo
 - Family Math Night
 - Teacher Appreciation Lunch
 - Possible Trivia Night
 - Tech/Cyber wellness night November 12 6-7:30 pm
 - Childrens Day 10/10? Coordinate with Brazilian liaison

V. Events & Planning Calendar

- Edgartown School Open House – Wednesday, Sept. 11 @ 6-8pm
 - PTA Info Table, Brooke, Deanna and Ashley man table
- Halloween Party (10/25) Corey Marolf in charge
 - Need volunteers for games/ setup/ etc.
 - Susan setting up Signup.com

VI. Open Positions/Opportunities to help

- Secretary (executive board)
- Brazilian Community liaison
- A+ Coordinator (Stop and Shop)
- Health and Wellness committee members
- Climate (Anti-Bullying) committee members
- Garden Committee head and committee members
- Glow Run parents (8)
- Volunteers for:
 - Halloween Party
 - Scholastic Book Fair
 - Boosterthon Glow Run
 - Teacher Appreciation Luncheon

Next PTA Meeting: Tuesday October 8 @ 3:00 pm.

Meeting adjourned at 10:10 am.