

## **PTA Meeting Minutes: Tuesday, October 11, 2016**

Attendees: Deanna Laird (President), Frederica Carpenter (VP), Susan Sanford (Treasurer), John Stevens (Principal), Nancy Cole (Librarian), Paulo DeOliveira, Davina Webb, Lizzy Ward

**I. Welcome** – Brief introductions; rundown of topics for discussion & voting.

THANKS to Lizzy Ward for terrific PTA board for October: events, fundraisers, PTA meeting date/info, etc.

List of PTA Members 2016/17 (Frederica)– send to Dee by 10/31 for Mass PTA; distribute at next PTA meeting. New document created for Open House, added to our inventory of PTA documents to communicate (Frederica) “*Easy Ways to Raise \$ for Edgartown School*” (self-funding programs): A+, Box Tops, Schoola, Vineyard Propane

### **II. Treasurer’s Update** (Susan Sanford)

Susan provided overview of bank balance and pending items (refer to Treasurer’s Report). We are still looking for new PTA Treasurer to replace Susan (end of her 3-year tenure), please contact Deanna Laird if interested.

PTA voted on and approved the following:

- Reimbursement check for pending Staff Appreciation Luncheon expenses 2015
- Expenditure for award (Barn, Bowl & Bistro) for Yankee Candle fundraising – Fall 2016
- Expenditure for Halloween 2016 prizes (medals by grade K-8, one trophy for best overall costume)

### **III. Committee Updates + Fundraising**

#### *Scholastic Book Fair (Nancy Cole)*

- Check received for Book Fair proceeds (\$2,300) to split 50/50 with PTA.
- Feedback on 2016 event: Five (5) days was right amount of time and yielded most profit per day than previous years! Need to better staff the Open House night with more volunteer coverage.
- Teacher Wish List Books: To be distributed with label, a card from PTA with application to join. Expenditure for books paid for by PTA (voted/approved 9/21/2016) with “Scholastic Dollars”

#### *Classroom Parent (Deanna/John)*

Everyone excited about this program! There are several classrooms without designated parents assigned yet: Lachapelle-1<sup>st</sup> grade, McDonald-2<sup>nd</sup> grade, Knight-3<sup>rd</sup> grade, Simmons-5<sup>th</sup> grade, Foster & Majkowski-7<sup>th</sup> grade. Next steps to recruit these classroom parents and jumpstart the program this year:

- Simplify Room Parent responsibilities – Davina & Lizzy collaborate on the list, so more compelling.
- John will send email to teachers in order to engage their support.
- Outreach to the classroom teachers to identify their classroom parent.

Recent example how classroom parent could help promote attendance at Curriculum Night, other school events.

#### *A+ Program (Deanna, on behalf of Pam Hurley)*

Goal this year is \$8,000-\$10,000! Pam reserved 2 October weekends to register people outside Stop & Shop.

Dates: October 15/16 and 22/23. Sign-up sheet on PTA bulletin board in lobby; Pam recruiting volunteers.

Promote via PTA Facebook Page. (A+ “simple steps to register” included in new PTA handout.)

*Schoola (Deanna)* – Need volunteer to coordinate the effort this year.

Dates: Monday Oct 31 – Friday Nov 4. Bring in gently used clothes (refer to Schoola flyer)

*Shoe Drive Fundraiser (Deanna)* - Another easy fundraising possibility for this year; donate lightly used shoes; money gets awarded to school for every pair donated. (Volunteer needed to help coordinate this fundraiser.)

*Box Tops (Deanna, on behalf of Alissa)* –Confirmed different approach to motivate the middle school program; for example, incorporating a basketball themed game to try to get more interest. Post contest outside gym.

*Halloween Party (Deanna)* – Separate prep meeting to be scheduled; follow-up email to volunteers.

*School Directory (Frederica)* – Updating draft. Next step: get sign-off (based on form-permission for inclusion) on final draft from Anne Fligor. Then, publish online (Darren portal); and evaluate quantity for print copies.

#### **IV. New Business**

Upcoming PTA Conferences:

- Mass PTA Health Summit (Gardner, MA)– Oct 21<sup>st</sup> – Deanna checking if Nicole Barlett could attend.
- Mass PTA Annual Convention (Lowell, MA) – March 18, 2017

Audit Committee – Need to confirm last year’s members (Heidi McDonough, Claire Crowell) and recruit another member (replacing Jessica Burgoyne); Deanna asking Liza Dolby if she’s available to join this project.

Teacher Grants – Recommended update to the form; John to include in his communications.

Date reconfirmed for Pizza Bingo Night – Friday, March 24<sup>th</sup>, 2017

Date pending for Fall Dine to Donate (carryover from September meeting, to be confirmed)

Date of next PTA Meeting: Tuesday, November 15, 2016 @ 8:15am

Remember to check website for PTA updates; [www.Edgartownschool.org](http://www.Edgartownschool.org), click on “PTA tab”

Meeting Adjourned 9:30 am