

## Minutes – General Meeting

November 12, 2019

Call to Order – 7:18 pm

Quorum established – 7:19

Kristine D’Ambrosio motioned to approve the minutes from October with no changes. Tara Soto seconded. Minutes were approved.

### **President’s Report**

President Renee Tisi noted the busy time for the PTA and school community. The November week off compressed timing for distribution of fundraiser forms so there are a lot of forms and flyers going home at once.

### **Treasurer’s Report**

Kim Jeanette shared copies of the monthly Treasurer’s Report, which is attached to the end of the minutes. No questions were raised.

### **Correspondence**

Corresponding Secretary Dan Griffin reported that the PTA sent a note of thanks to the anonymous member who supported the cost for the PTA’s Amazon Prime account. Correspondence was sent to the PTA from teachers for the Fall Book Fair, in appreciation of the books, and the work of the Book Fair Committee.

### **Book Fair Update**

Hillary McWhorter reported that the fall Book Fair sales were \$10,184.90. \$1159.21 was raised through the All For Books coin collection. \$20 – 25 in books for each classroom and 300 for library through All For Books. Over \$7000 in Scholastic Dollars that are supporting classrooms and library. This was the best Book Fair yet – thanks to teachers and Mr. Bookholdt for the support. Next book fair is BOGO in Spring.

### **Trunk or Treat**

No update as the committee was not in attendance. Committee will meet before Halloween 2020 to plan, assess, and work to improve the event for next year. A suggestion was made for the PTA to pay

for candy in future years. Other schools only have trunks open for a shorter time, and don't charge for trunks. These changes may help trunks not run out of candy and also encourage more trunks. Additional trunks could be included on the kindergarten playground, which can be opened. NHS volunteers were extremely helpful. Renee encouraged members to join the committee to help bring these ideas to the committee for future planning.

### **Dance A Thon**

Michelle thanked the PTA members for contacts and ideas. Prizes were ordered via Prime to enable us to have more control over prize quantities. Room Representatives received an email today to encourage them to send out the fundraising link to their class parents. During the week leading up to the Dance A Thon we will "drop everything and dance" once each day. A song will play for one minute per day each day at random times for kids to dance for the duration of the song. Provide music, times and verbage to the 5<sup>th</sup> grade announcers and they will manage.

### **Holiday Shop**

Committee Chair Dana Perelli needs help and new ideas! Considering To and From gift tags for kids to fill out themselves rather than writing names on each bag, which takes a lot of time at the sale. Also looking at options for self sealing bags to help facilitate quicker wrapping/labeling. Also considering sending home a gift tag to populate (this could be done instead of sending a list – send back the tags that are filled out and cut with the money that comes in). Sign up sheet for volunteers circulated during the meeting. A question was raised about using All Purpose Room for the Holiday Shop instead of the Library, which could offer more space. If it is set up the way the Book Fair is, it could be done. The Library could be used as a wrapping station. Would need to consider space restrictions for Before & After Care if this is pursued.

### **Barnes & Noble Night**

A new music teacher is starting next week. Mr. Bookholdt spoke with him and he will try to have three songs ready for B&N Night. Date for the event is 12/5.

### **Tricky Tray**

The deposit for space has been pulled from Mastori's. The committee is moving ahead with using Nottingham Ballroom and using a school parent as caterer. Ticket price can be under \$50 and full buffet meal provided and tickets. Ticket price will make back cost of food and facility rental. The ballroom will also have a cash bar and drinks cannot be brought in. Will not be able to do at-door ticket sales – pre order only to enable caterer to prepare. In past years very few tickets have been sold at the door so we don't expect this to be an issue. The committee is open for volunteers – next week (Thursday the 21<sup>st</sup> at 7) the committee will meet to plan for Black Friday and soliciting for donations. The donation letter is

ready and Lori can provide to members who need it. Committee sign up sheet was circulated during the meeting.

## **Newsletter**

Overall there was positive feedback on the newsletter. Renee and Denise reported consistent issues with printing and offered some options to address. Denise received a quote from a vendor to print the newsletter for \$56/month for one front & back sheet. The vendor can print, collate, deliver to Denise for this cost. This is about \$36 per month more than what it costs for paper each month. We currently have a \$400 newsletter budget. No motion required – existing budget line item will cover the cost to print through this vendor.

A question from a parent was raised about how hard it is to send the newsletter (and other flyers) home with the youngest (or oldest) child in each family to prevent duplication. This approach would require a distribution list to be organized/operationalized - this is a larger conversation that would require management and support from the main office. Membership agreed that this would be better to start a new system like that at the beginning of the year and that we could revisit. This would also require specification of what flyers, etc. need to go to everyone vs just one child.

## **All Other Business**

Ice Skating flyer will be sent home after the holiday break.

Reflections update – Dawn Constantini reported that today was deadline and we have received about 15 submissions. Judging will take place tomorrow night and the ceremony is next Wednesday at 7pm. The ceremony is open to all, not just those who participated.

Denise Wyers raised a fundraising idea: shirts that have a chalkboard design and come with chalk markers. The vendor is open to working with us on a fundraiser. Cost to purchase (for us) is \$14 per shirt. Lots of design options are available for the chalkboard part of the shirt, including a Spartan head. The membership decided that there is too much going on right now with other fundraisers but Valentine's Day or spring could be great options. Revisit early next year. Denise will get info on a Spartan head/similar design.

Dan Griffin reported that Rutgers is confident they will get the rain garden through – possibly in Spring. Great STEM opportunity for teachers.

Theresa Timian provided a Room Rep Committee update. We had some bad luck with Halloween weather – parents were disappointed not to see the parade as it had to be moved inside. Aside from that, parties went well. Looking into holiday/class gifts – Scholastic books and also looking at winter items like gloves. Kim asked Theresa to remind room reps to send party receipts by the 15<sup>th</sup>. Full day on the last day before winter break so parties will start at 2:30.

Theresa Timian also reported on gift card sales. Flyers going home tomorrow. Morning pickup may also be offered this year. Likely will be the morning and evening of December 10.

Chrissy Trank requested members contact her ASAP with events that need 50/50 licenses so that she can begin applying for licenses, which take several weeks to obtain.

### **Teacher's Report**

Teachers passed on thanks from the staff for the Book Fair and for what they were able to get for the classrooms. We are still in need of four turkeys for the Thanksgiving Food Drive – let Mrs. Ferraris and Mrs. Minogue know who can give them. The baskets go to families in our schools who need support. Extras can go to other schools where needed.

### **Principal's Report**

Mr. Bookholdt thanked the PTA for the excellent Book Fair and Trunk or Treat events. He also reported that we had nearly 100 percent attendance for Parent/Teacher Conferences, and even those who couldn't come did phone conferences. Next week is American Education Week. Classroom visitations will take place on Tuesday. Next week donations will be accepted all week for the Food Drive.

President Renee Tisi adjourned the meeting at 8:30pm.