

**JAMES W. ALEXANDER PTA, INC.**  
**EXECUTIVE BOARD MEETING**  
**November 11, 2008**

**CALL TO ORDER:**

President Tori McMahan called the meeting to order at 7:09pm and led the flag salute. She welcomed teachers: Mrs.Zelins, Mrs.Chirichella and Mrs. Braender.

**ESTABLISHING QUORUM:** (Executive Committee)

Excused from tonight's meeting and those present; see attached list.

**OFFICER'S REPORTS:**

**Secretary's Report:** The minutes were acknowledged and approved as submitted.

**Treasurer's Report:** Julie reported from the Statement of Accounts for October 8, 2008 through November 11, 2008. A beginning balance of \$3,618.05, receipts of \$15,346.29, disbursements of \$10,962.27, and an ending balance of \$8,002.07. The report was filed for audit. (See copy of attached report.)

**Correspondence:** Tammy reported that Thank you notes were sent to the fall fun sponsors. She read notes from Mrs. Leopardi and the third grade teachers for the \$100 enrichment money donated to them by the PTA.

**COMMITTEE REPORTS:**

**Arts in Education-** Rachel reported that The Reflections flyer was sent home. She stated that questions and more details could be found on the website. Students are encouraged to participate; however for grades four and five it is a requirement. Rachel stated that the deadline is November 24<sup>th</sup>. Lastly, she recommended that everyone take a look at the handprint mural created by the students.

**Communications-** Jen reported that the deadline for the newsletter is November 25<sup>th</sup>. The newsletter is scheduled to be distributed December 4<sup>th</sup>.

Jen also thanked everyone for helping out with hospitality during the school fair.

**Educational Programs-** Rachel reported that in October the students saw a program entitled Legend of Sleepy Hollow. They will be seeing Be Cool Be Safe on December 5<sup>th</sup>.

**Family Activities-** Cindy started off by thanking everyone for their help at the school fair. She also stated that since the county is cutting back it is difficult to get a night for an ice skating party. She stated that a Monday night may be available but was unsure of what the turnout would be.

**Founders Day-** Jodi reported that a group met on October 14<sup>th</sup> and they came up with many great ideas. A few suggestions were a parking sign for Miss Glonek, her students dressing as characters from The Wizard of Oz, teachers will wear one white glove and many more. Jodi stated that Three for Me will do the baking. Lastly, she invited anyone who was interested to come to the next meeting on November 18<sup>th</sup>.

**Budget and Finance-** Ellen started off by thanking her whole committee. She stated that within the last month they have clipped and sorted box tops, cleaned out and mailed juice pouches, created flyers and helped with the school fair, made reminder phone calls for the fall fundraiser, and helped with upcoming fundraisers.

Ellen stated the BJ's Membership fundraiser has wrapped up and we made \$280.00 profit. Box tops were submitted the end of October and we should receive a check in December for approx. \$1300.00. We are running the Thanksgiving pie sale, which ends Monday. We will receive \$2 per pie. Also currently running is the Gift Card sale. Those forms need to be turned in by Monday, November 17<sup>th</sup>. Gift cards will be picked up at the general meeting on December 9<sup>th</sup>.

The clothing drive is scheduled for Saturday, November 22<sup>nd</sup> from 8am-12pm. We will receive 13 cents per pound. This is a great no cost fundraiser and it also helps recycle items we do not use anymore. The clothing and household items will go to third world countries to be sold at local markets.

Barnes & Noble day is Wednesday, December 10<sup>th</sup>. We will be having some teachers reading stories between 6-8pm so it's a great way to get the students involved. A sign up sheet is being passed around for anyone interested in gift wrapping that day. The gift wrapping is free but there will be a tip jar set up for any donations to our PTA for wrapping.

Ellen added that an upcoming event is the holiday gift shop. This will take place during school hours the week of Dec 1<sup>st</sup>. We will need volunteers between 1:30 and 3:30 on the 1<sup>st</sup>, 2<sup>nd</sup>, and 4<sup>th</sup>. She asked that anyone who is available to please contact her. Lastly, there will be a Friday's restaurant night on January, 14<sup>th</sup>. Twenty percent of the total sales will go back to our school.

**Membership-** Jamie reported that to date we have 426 members and the dues have been paid.

**Recognitions-** Diane reported that the crossing guards and the food service coordinators were recognized.

**Room Representatives-** Sue Bishop reported that the Halloween parties went well. She did not see any candy when she walked around to observe the parties. She noticed that the outside games were a big hit with the kids. She also stated that she would remind room reps to take pictures and send them in for the yearbook.

**Scholastic Book Fair-** Kelly stated that the fair was a big success and went very well. The fair brought in \$6933.62 of which 30% will be our profit.

**Grandparent's Tea-** Julie discussed the idea of having a tea for the students' grandparents as there is no Grandparent's Day this year. She offered some ideas. A discussion followed and it was decided to bring it up at the next meeting. Everyone liked the idea but there were some logistics that needed to be worked out.

**Fifth Grade Activities-** Karin reported that the fifth graders had a bake sale on Election Day. It went very well and the students raised \$349.

**Historical Yearbook-** Deb Hamm asked that everyone keep sending pictures and flyers to be included in the yearbook.

### **OLD BUSINESS:**

**Flyers-** Tori asked that everyone please continue to make sure all flyers are on PTA letterhead. They need to be sent to Jodi or Tori to be approved. Once they are approved please forward them to Debbie Hamm for the Historical Yearbook, Bev Braddock for the website, Sue Bishop for HTV and Deb Conti to send to the room representatives.

### **NEW BUSINESS:**

**Holiday Meeting-** Tori stated that last year we had our holiday party during the January meeting. She asked if we would like to do that again this year and if so when would we like to do it. A discussion followed and it was agreed that if we could get the PBA hall we would like to have our meeting there for December. The decision will be e-mailed.

**E-Board Members-** Tori stated that everyone who has committed to being on the e-board is not coming to the meetings. She does not want to turn people away or exclude anyone who is interested but we need to encourage all those that have signed up to please come to meetings. She realizes that life can get in the way and it may be necessary to take a step back. She would like everyone to please spread the word that it is OK to step away and that there are many ways to be involved with the school without having to be on e-board.

**Historical Yearbook-** Tori applauded the 2007-2008 historical yearbook committee for putting together an awesome book and winning first place in the county. She stated that we received a certificate at the Fall County Council dinner for the yearbook.

### **PRESIDENT'S REPORT:**

**Check Reminder-** Tori asked that if there are any flyers going out for fundraisers to please ask people to write their phone number and student's names on all checks. It makes collecting monies from bounced checks much easier.

**Awards Banquet-** Tori attended the National PTA dinner on November 10<sup>th</sup>. Alexander PTA received the following awards: Honorable Mention for Father's Pride and Nutrition, and 3<sup>rd</sup> place for Historical Yearbook.

Tori turned the floor over to Mrs. Stevenson for the Principal's Report.

### **PRINCIPAL'S REPORT:**

Mrs. Stevenson started off by saying that the Halloween parade went well. The parents and students loved it. Mr. Barlow was the DJ at the back of school and he was a big hit.

The week of November 17<sup>th</sup> is American Education Week. She stated that November is a fast month. The teachers are working on Character Development with the students. There is an emphasis on respect and responsibility. She stated that these are important traits that will carry them through middle school and high school.

She also went on to say that the school is working on a new program "Have You Filled Your Bucket Today?" It encourages students to fill their buckets and others with good deeds and actions. They are trying to be bucket fillers and not bucket dippers. She feels all of this effort in character development is having a good impact. Mrs. Stevenson stated that by now she is usually seeing discipline problems pick up but that is not the case this year.

### **GOOD OF THE ORDER OF ANNOUNCEMENTS:**

### **ADJOURNMENT:**

Tori distributed the following PTA recognition certificates:

Sue Fox- for doing a great job in the kitchen at the school fair.  
Ellen Iorio and Cindy Mimmo – for doing an awesome job organizing and pulling together the school fair (especially the last minute indoors change)  
Kathy Register and Kim Flood- for pulling together the ice-cream party for Summer Reading  
Julie McGuinness- for another successful Shape Down Family Night  
Kelly Sterns and Cindy Devine- for organizing and setting up the book fair  
Ellen Iorio- for continuing to come up with great ideas for fundraisers, both that cost and don't cost the membership  
Tara Blando- for working on the Aqua-NJ water treatment facility issue

There being no further business the meeting was adjourned at 8:00pm.

Debra Conti

**Recording Secretary**

