

JAMES W. ALEXANDER PTA, INC.  
EXECUTIVE BOARD MEETING  
October 2, 2007

**CALL TO ORDER:**

President Betsy Reetz called the meeting to order at 7:11pm and led the flag salute. Betsy welcomed teacher representatives Mrs. Leopardi and Mrs. Katz. Betsy also welcomed any visitors that were in attendance.

**ESTABLISHING QUORUM:**

See attached list.

**OFFICER'S REPORTS:**

**Secretary's Report:** Deb Conti noted that she had received one correction to the September minutes. It was a spelling error and has been corrected. The minutes were approved.

**Treasurer's Report:** Tori McMahon reported from the Statement of Account for September 12, 2007 through October 2, 2007. A beginning balance of \$6914.70, receipts of \$3424.29, and disbursements of \$7810.73 with an ending balance of \$2528.26. The report was filed for audit. (See attached copy of report.)

**Correspondence:** Tammy Rodriguez read thank you notes from the 2<sup>nd</sup> grade teacher's for the \$100 to use towards classroom expenses. The 5<sup>th</sup> grade teachers thanked the PTA for the teacher appreciation breakfast and the 4<sup>th</sup> grade teacher's were thankful for the bagels and pastries as well.

**COMMITTEE REPORTS;**

Membership/Three for Me- Audrey Maruca reported that the membership drive is slowing down. As of Friday, there are 458 members, including Lifetime members. This time last year we had 449 members. Mrs. Leopardi's class achieved 100% membership the day after Back to School night. Membership dues payment went out in the mail to the State on Friday. The early bird award application went out to the state yesterday. A copy was also sent to Sally Fowler, the county membership chair. After Jamie gets back from vacation a small reminder notice attached to a sign up form will go out to any families who did not join.

Audrey stated membership cards have been distributed to the majority of members. Thank you to Debbie J for helping Jamie get them out. The pennants and pencils were delivered to the kindergarten classes. Thanks to Ellen and Kelly for taking care of that.

Audrey also informed everyone that to date 134 volunteers have signed up for the Three for Me program. The following committees/activities have been supplied with Three for Me contacts: Library, School Fair Cake Walk, Book Fair, Special Treats and Arts in Education.

School Fair- Cindy Mimmo reported that there would be a meeting following the executive board meeting to discuss the school fair.

Budget and Finance- Marianne Joralemon reported that she is pleased to announce that to date we have earned a profit of \$954 from the no cost fundraisers. To that end we will be submitting Box Tops this month. If anyone is holding Box Tops, remember you can trade them in for School Fair Tickets - 5 Box Tops for one free ticket. She would like to offer the trade as part of the Advance Ticket Sales as the fall deadline for submission of Box Tops is October 31<sup>st</sup>.

She reported that the Fall Fundraiser is in the process of being totaled and to date she has logged sales of approximately \$4,700. She indicated that she would be working on this for the next few days & requested that if anyone knew of someone who was still holding a fundraiser package please have them send it in. She thanked everyone who supported the fundraiser and also those who made donations. Your support is greatly appreciated.

Marianne reported that Friendly's was crowded on Wednesday night, but she doesn't have totals yet. She was also happy to report that she saw a lot of families carrying the Alexander coupon at A&M this weekend. Again, the totals are not in yet, but she thanked everyone who supported our September fundraising efforts.

She added that to date we have sold approximately 100 discount cards. We need to sell 250 cards to break even. Hopefully, we can achieve better than break even on this fundraiser.

Our Fezziwig Fundraiser is scheduled for October 16<sup>th</sup>. Flyers will be distributed this week regarding our Fezziwig Fundraiser.

The School Fair is October 20<sup>th</sup>. Everyone is invited to school Friday night to help set up the Fair as well as to come Saturday, October 20<sup>th</sup>! Also, there is a School Fair meeting immediately following this E-Board meeting all are welcome.

Marianne also reported briefly on the Book Fair which is coming during conference week. Historically, the PTA earns profits in excess of \$2,000 from our annual book fair. She requested that everyone stop by during conference and check out the sale, as Deb Conti works very hard to pull this together for us. She noted that the committee is seeking volunteers to help at the sale.

September and October have been and are scheduled to be crazy for the Budget and Finance Team! She noted that someone asked her the reason why so many fundraisers are scheduled for the beginning of school and explained that we need money to pay our bills and we incur a lot of bills at the start of each school year. Also, parents tend to lose interest in fundraising as the school year continues on.

To that end, a Barnes and Noble Fundraiser is scheduled for November 30<sup>th</sup>. This is a perfect day to do some holiday shopping. She also wanted to point out that you can also buy DVDs, CDs, Calendars, and lots of great things and Barnes and Noble and our school will get a percentage of your sale on Friday, November 30<sup>th</sup>.

Finally, Marianne thanked Julie McGuinness and Sue Bishop for the hard work on the newsletter. They did a fabulous job of finding a way to make all the Budget and Finance information fit in a nice box. Also, that all of the proposed fundraisers were listed in the newsletter.

Book Fair- Deb Conti reported that things are coming along nicely. She thanked her replacements Kelly Sterns and Cindy Devine for really stepping up and doing most of the work. She said they are doing a really nice job and it is a relief to finally hand it over to people that she trusts. A sign up sheet was sent around for committee members to work the fair.

Summer Reading- Kim Flood reported that approximately 125 students participated in the summer reading program. The ice-cream party is Friday, October 12<sup>th</sup>. Parents who are helping out should arrive between 1:20 and 1:30. She stated that K-3 will come in at 2:00 and 4<sup>th</sup> and 5<sup>th</sup> will come in at 2:30.

Reflections/Arts in Education- Rachel Sorrento reported that special events are planned this week to start the Arts before officially kicking off the Reflections contest. It will be held the week of October 9<sup>th</sup> -12<sup>th</sup>. There will be daily poetry readings during morning announcements and classical music played during lunch. She also said that Tuesday will be a mural painting day during recess. Wednesday the children will receive a free pencil. Thursday there will be an art show in the library. There will be refreshments served during the show which will be held from 3:30 – 6:00.

Library Liaison- Melanie reported that another flyer looking for volunteers will be going out. There was a great response for K-3 but grades 4 and 5 will be working every other week. She is hoping that by sending out another flyer they won't have to volunteer as frequently.

Family Activities- Cindy wanted to thank everyone for going to A&M nursery. She reminded everyone of the school fair.

Cindy also reported on the meeting that she and Jodi attended regarding the referendum. It was very informative and they recommended that if you have unanswered questions there are two more meetings; October 18<sup>th</sup> and October 29<sup>th</sup> at 7:00pm at 90 Park Avenue. Jodi also added that you must be registered to vote in order to participate in the referendum vote. Jodi said she would try to e-mail answers to Julie's questions. She added that there would be an article in the Hamilton Post discussing the referendum.

Room Representatives- Sue Bishop reported that the room representatives have been chosen for each class. A meeting was held for all parents involved on Friday, Sept. 28th

in the Library. New forms and procedures were outlined and each representative was given an informational folder. One room representative liaison per grade level was assigned in order to offer assistance during the school year to and from the committee. Sue thanked Deb Conti and Tammy Rodriguez for their many hours of help in order to formulate what will hopefully be a smoothly run, fun-filled year for the children!

Special Treats- Melissa Giori reported that Special Treats is progressing nicely. There are approximately 140 orders to date. The flyer stated an Oct. 5<sup>th</sup> deadline but there will likely be a reminder flyer and provide more time for submissions. As stated in the flyer, she is hoping for nearly 100% participation.

Hospitality- Karin stated that she has started shopping for School Fair supplies. She was concerned because she could not find the cheese for the chips. Melissa offered her Sam's card for her to try there. Karin did want to use the Sam's club certificate.

Fifth Grade Activities- Jodi Morgan reported on fifth grade activities. She stated that committees have been formed and she reminded everyone of the car wash on Saturday October 13 from 10-2pm. She also mentioned there will be more fundraisers to come such as smencils etc. Betsy noted that, according to our current standing rules, no committee could sponsor a fundraiser, however for many years Fifth Grade Activities has been having dedicated fundraisers and the recommended revisions to the standing rules would make this official, once we had finished discussing the remainder of the changes and the executive board had an opportunity to formally vote on them. She questioned whether anyone objected to the Fifth Grade Activities Committee having dedicated fundraisers in the interim and those attending offered no objection.

#### OLD BUSINESS:

Retirement Gifts- Tammy Rodriguez reported that retirement gifts for both Mrs. Wagner and Ms. Inverso were delivered to the office today.

Life Member Nominating Committee- Betsy stated that this issue is pending and will be tabled.

Standing rules Revision- Standing rules were reviewed.

#### NEW BUSINESS:

General Membership Approval of Fundraisers- Betsy stated that she failed to call for a vote on the fundraisers planned at the General Membership Meeting. She sent out a memo with a ballot immediately following the meeting. Betsy stated that as of 6pm last night 2 ballots had been received. Both ballots which were examined by Deb Conti, Jodi Morgan and Betsy were determined to be invalid. Betsy declared the fundraisers unanimously approved by the general membership of the PTA.

New Bylaws- Betsy stated that the new bylaws were returned and approved by the state. Copies are available at the sign in table.

Revised Procedures- Betsy reviewed some new procedures. All correspondence that needs to be approved must be done electronically. Also there have been several changes made to the Treasure's instructions. A discussion of insurance requirements commenced. Deposits must be no more than \$2500, because that is all we covered up to. Betsy wanted to clarify the instructions so that the committee does not think it is Tori or her coming up with the rules. It is required by our insurance. Betsy will be trying to find better insurance coverage in the future.

#### PRESIDENT'S REPORT:

Betsy asked that everyone please check the folder at the sign in table for any mail that may have been in the PTA mailbox. She also added that a sign up sheet for the NJPTA Advocacy training is going around the room. Anyone interested in going will have that fees covered by the PTA budget. Betsy then turned the floor over to Mrs. Stevenson.

#### PRINCIPAL'S REPORT:

Mrs. Stevenson began by discussing the recent assemblies for the children. She stated The Young Audiences Showcase and the Opera were outstanding! She was pleased to say that many children were given the opportunity to participate in the assemblies. Mrs. Stevenson thanked Rachel Sorrento for the wonderful program on Bully Proofing Your School through Magic.

October birthdays will be celebrated October 3<sup>rd</sup>. Also, schools will be closed October 8<sup>th</sup> for a teacher's workshop. Family science will be Thursdays starting November 18<sup>th</sup>. Evening conferences are October 23<sup>rd</sup> and 25<sup>th</sup>, afternoon conferences are October 24<sup>th</sup> and 26<sup>th</sup>.

School pictures will be taken October 15<sup>th</sup> and 16<sup>th</sup>. Spring pictures will also be offered to help keep the cost of the yearbook down.

Mrs. Stevenson noted some other upcoming events. The Kindergarteners will be going to the pumpkin patch and special treats day is October 26<sup>th</sup>. The Halloween Parade will begin at 1:30 and the parties will start at 2:30.

#### GOOD OF THE ORDER OF ANNOUNCEMENTS:

Adjournment: Betsy asked if there were any other discussions. She handed out certificates of appreciation to Julie McGuinness, and Sue Bishop for the newsletter, Bev Braddock for the new website and Audrey Maruca for the Three for Me program.

Betsy went on to announce that the James W. Alexander PTA had won the 2007 NJPTA President's "Champions for Children Award" Everyone in the room applauded and

congratulated Betsy. Betsy said that we would be receiving the award at the PTA convention dinner on November 16<sup>th</sup> and asked if anyone was interested in attending to please let her know. Betsy stated this was a huge accomplishment because of all the schools in NJ. She stated that our PTA should be very proud of all their hard work. The teacher's in attendance and Mrs. Stevenson offered congratulations and stated they knew we were the best PTA and now everyone would know. After further discussion Betsy adjourned the meeting at 8:15pm.

*Debra Conti*

Recording Secretary