

9/17/2009 PTA Meeting Minutes

Finances

- Monique Beganski to update the SL spreadsheet to match Lee-Ellen Sturtz's financial report
- 2008/2009 field trip subsidies paid in Aug 2009
- Bill for printing 2008/2009 yearbook has not yet come in
- Katie Bonner to contact Jet Stream Car Wash to follow up on fundraiser from spring 2009
- Monique will put together the list of anticipated expenses for 2009-2010 for the evening PTA meeting next week

Book Fair

- Delivery will be 10/1 with pick up on 10/8
- Katie Bonner will touch base with Mrs. Hibbard and Mrs. Oksanish about taking over the gym; Mr. Faherty will contact the other groups that may be planning on using the gym for that week
- After school book sales will be on 10/5; family night will be 10/6
- Looking for a volunteer to wear the Clifford costume during family night
- Lee-Ellen Sturtz will have a table during family night for selling spirit items

Square 1 Art

- Artwork needs to be received at Square 1 Art by 10/21, so students will begin working on projects in the next week or so
- Kindergarten students will need to do the art projects in class because half-day students may not have an art special
- A limited number of extra papers are available for families to do additional artwork at home and submit with the Shaker Lane orders. Monique Beganski will manage those orders.
- Kym Albertelli will have a table during Book Fair family night to showcase samples of Square 1 Art projects

Volunteer Coordination

- Volunteer forms were sent home 9/17 for volunteer opportunities outside the classrooms
- Parents can return the forms or sign themselves up online through Lotsa Helping Hands
- Volunteer orientation will be 9/23 at 7pm

Staff Gift Cards

- Need 45 gift cards for staff
- \$50 Visa cards from DCU; fee for cards will be waived
- Cafeteria staff will order an item from spirit wear to be paid for by the PTA in appreciation of their hard work

Email Distribution List

- The person who put together the email distribution list for Russell Street last year will work on the Shaker Lane list
- Hope to be active by end of October
- May need 1-2 parent volunteers to help put together the list from the returned forms

Directory

- Forms were sent home 9/17
- If information was in the directory last year, the form was pre-populated with the same information; families just need to verify that it's still correct
- Email addresses will be included this year, if parents choose to

PTA Website

- PTA website is available from the Shaker Lane website under the Parent Resources menu
- Katie Bonner is updating the website and hoping to keep it up-to-date with meeting times, minutes, agendas, etc.
- Teacher wishlist is still available through the website, though it hasn't been updated since last year. Looking for a coordinator to manage the project for this year.

Spirit Wear

- Lee-Ellen Sturtz is finalizing the order forms; they should be sent home next week
- New items will be available that say just "Littleton" instead of "Shaker Lane"

Staff Luncheon/Appreciation

- Original date of staff luncheon was 5/5, but that's now a 3 hour early release day, so it needed to be rescheduled
- Still wanted to have something the first week of May for the official Teacher Appreciation Week
- Solution: Provide breakfast/snacks/etc. each day for May 3-7 and a full staff lunch on June 2
- Half of the classes will be asked to contribute to the week in May; the other half will contribute to the lunch in June
 - o To alleviate the problem in previous years of having too much food on a given day

Printer for SPED

- SPED staff need a printer of their own to be able to print confidential information privately
- PTA will fund a printer approved by Technology staff
- Special Education Council will contribute funds for ink cartridges

Supplies for School Nurse

- School nurse has had to replace blankets, pillows, and clothing kept in the nurse's office
- PTA approved reimbursing \$120
- Asking for donations of new or like-new sweatpants, sweatshirts, and track pants in sizes 3-10 for boys and girls
- PTA will go through donations; if appropriate clothing is not donated, PTA will provide funds for additional clothing
- PTA will fund packages of new underwear

Author/Illustrator

- Kym Albertelli is working on lining up authors
- Possibility of using Skype to do live video-conferences with authors further away; many will do short (20 min) conferences for no fee

Additional Requests

- From 1st grade: \$347 to reimburse for cork strips placed in the 1st grade hallway to display student work; decision tabled to the 9/23 evening meeting
- From office staff: \$50 to replenish the lunch fund children can borrow from if needed; approved

Next meeting will be Wed 9/23 at 7:30pm in the Shaker Lane Library, immediately following the volunteer orientation.