

Orchard Primary PTA General Meeting Minutes

Monday, September 9, 2013

7:00 p.m. - Library

Meeting called to order at 7:05 p.m. by Jennifer Fournier.

Principal Report – Mrs. McWilliams introduced herself. She mentioned that the students love the new equipment on the playground. The building is at capacity and they are getting creative to make everything fit this year! This year we are sharing both the Middle School and High School Music Teachers to teach at O/P. Ipad class will be on a cart this year. They are once again doing Rad expectations with the students this year. They have reviewed with the students what it takes to be a RAD Raider.

Meeting Minutes from 6/4/13 were approved as is:

The motion to accept as is: Penny McWilliams

2nd by Mandy Ott

All in favor. No one opposed. Motion carries.

Treasurer's Report:

Lauren Rienas distributed the new budget for the school year. Some questions were asked such as, why is the hardship fund set at \$0. Why is the Santa Shop fund so high at \$2,500? Mrs. McWilliams asked if we could change the “Honor Roll” line to be called “Student Recognition” so it can be used for more than just the 4th grade. Mandy Ott made a motion to add a line item to offset the cost of the RAD Raider fund. It was mentioned to maybe take some of the Santa Shop funds that are not spent for this new line item. Kathryn Calcaterra recommended we table this and give the PTA Board time to review the budget to see if any of this is possible. It was agreed to be discussed at the next meeting.

The motion to accept the Treasurers Report as is: Cindy Jones

2nd by Kristy Leid

All in favor. No one opposed. Motion carries.

Finished Business:

Playground Upgrade – The playground upgrade was completed just before the start of the school year. The playground equipment that includes a tunnel, rockwall, and merry-go-round, and the mulch were paid for by the PTA through fundraisers and grants. The school paid for the drainage tile and new fence near the south parking lot. The kids are very happy! Thanks to everyone who helped with this project.

Vinckiers Apples for Students Update -Kristy Leid will be chairing this program this year. Our playground toys that we ordered back in May 2013 have not been delivered yet. It was supposed to take 6 to 8 weeks. Kristy is going to follow up and find out what happened to our order and get back to us.

Current Business:

Morley Candy Fundraiser – Our kick-off assembly to this fundraiser will be held on Sept. 13th at 2:30 p.m. Packets will go home with the students on that day. The orders are due on Sept. 30th. Items should be delivered before Thanksgiving. This year Morley will be holding a chocolate fountain party for every student that sells one item or more. Brenda Geml suggested we attach a letter to the packets stating what the fundraiser money goes towards. She also suggested adding a note that if people want to just make a donation instead of ordering items that is fine as well. Jennifer is going to work on that this week.

Halloween Party – Party is scheduled for Friday, Oct. 25th from 6-8 p.m. Mandy Ott and Kim Frederick are co-chairing the event. We will be having crafts, games, food and costume raffle. We are in need of many volunteers so a volunteer

forms went out today. We are also working hard to get donations for the event to minimize the cost to the PTA. We are in need of many black lights, so if you have some let us know!

Fall Spiritwear Sale – Our committee is Kim Webster, Lauren Rienas and Kim Frederick. This committee has been meeting with Lisa Evola and picking out items to sell. We will be offering sweatshirts, long-sleeved t-shirts, hats, scarves, flannel pants, and stadium chairs. An order form should be available within the next week and then it will be distributed to the school. At this point we are not sure if the items will be finished by Homecoming. It will depend on Lisa's workload for the fall.

Detroit Red Wings Assembly and Ticket Sale – Our assembly is set for Jan. 29th at 10 a.m. They will be donating hockey equipment to the school! We were offered the option to sell tickets to one of the games and then mark them up by \$5 as a fundraiser. We will be selling tickets for the Sat. Dec. 7th game at 7:30 p.m. Jennifer is waiting to hear back from the Detroit Red Wings on when to begin this sale.

Market Day - Brenda Geml is the new chair and she distributed the order forms last week. She said she may need some help and the Board offered to help if she has some questions.

Box Tops and Campbells Soup Labels – We have not set a date for the first contest yet, but we will let everyone know when we get more information. In the mean time continue to collect them.

Mom to Mom Sale – Kathryn Calcaterra and Jessica Schwartz agreed to co-chair this event this year. They also have Sue Brown and Stephanie Bankston to help on the committee. They are going to talk and come back with some ideas on when to have this event at our next meeting.

PTA Float – PTA has a float that has been sitting for several years now. We are in need of a large space to store it and work on it if we want to enter it into the Holly Days Parade. We would also need to have an event chair and committee. The PTA Board will assess the condition of the float and measure it and get back to everyone at the next meeting. The PTA Board also suggested maybe selling it if we can't find a home for it?

PTA Committee Guidelines – At the meeting the PTA Board rolled out some guidelines to be used for the committees this year. (See attached). There were some questions and concerns as to why this is necessary. Jennifer informed the group that last year we had a lot of difficulty getting the information we needed from committees. We also had some committee members spending money without PTA Board approval. Mandy Ott questioned whether these guidelines are too micro-managing for the group. The Board elected to go back tweak the guidelines a bit to show how they are meeting the current bylaws. This was tabled until the changes are made and will be reviewed at the next meeting.

Future Business:

Chairs for events for the school year – There were some events that were still in need of Event Chairs for the school year. Many of the events do have Chairs and they can be reviewed on the 6/4/13 notes. Here are the events that were in need of chairs/committees.

- MEAP Snacks – Stephanie Bankston will co-chair with someone
- PTA Float – Still open – will be discussed again at our next meeting
- Sunshine Committee – Heather King, Erin Derk and Sherri Donnor
- Santa Shop – We will talk to Beth Kasper again. Lauren Rienas also agreed to help
- Book Fair – Sherri Donnor, Jen McCarty and Stephanie Bankston

General Membership Questions:

- Mandy Ott questioned what our current balance was. It is \$23,505.17 not including the playground equipment and playground equipment installation. These bills have not been received yet, therefore have not been paid.
- Mandy Ott questioned if we could read our Standing Rules to the group. We had the bylaws, but the Standing Rules were not available.
- Mandy Ott questioned whether we needed a motion to purchase Office Supplies or Pencil Sharpeners. Jennifer mentioned we already purchased paper and ink and Mrs. McWilliams mentioned that we are not in need of pencil sharpeners at this time.
- Mandy Ott questioned whether we could do a Grandparents night or Bingo Night instead of one of the Family Movie Nights. This idea will be discussed at another meeting.
- Stephanie Bankston mentioned doing a “Muffins with Mom” and “Donuts with Dad” during the book fair. She said they tried it at her previous school and it double the book fair sales. Our school used to do this, but it was removed due to teacher request not to have it.

The motion to adjourn meeting at 9:07 p.m. by Kristy Leid

2nd – Jen McCarty

All in Favor. No one opposed.