

PTF Meeting Minutes
April 14, 2008

Attendees: Bill Connolly, Cathy Connolly, Kristen McDonald, Dolores Stasyshyn, Shawn Hathaway, Cindy Weaver, Wendy Herzer, Terry Cooke, Paula Burd, Janice Thompson, Kathy Theodore, Lisa Benton, Cara Cioni, Carrieann Arnold, Fran Bouwense

I. **Opening Prayer** - Fran opened the meeting in prayer at 7:10

II. **Call To Order** - Cindy called the meeting to order

III. **Officer / Committee Reports**

- i. **Treasurer's Report** - Lisa gave the Treasurer's report. It was accepted without comment.
- ii. **Shopping Certificates** - Lisa informed everyone of the dip in sales. There was a general consensus that we need to get back outside to sell the cards in the parking lot after school 2 days a week. Kathy Theodore agreed to help on one of the days. Need 1 more volunteer.
- iii. **School Committee Report** - Cindy gave an update on the marketing initiative. She will be visiting Emmanuel Bible Church on April 20 to raise awareness of GSCA in the Long Valley area. She has also received calls from the Treasure Hunt ad featuring our Summer Program. Current enrollment for the 08-09 school year is 73 at the Academy and 20 at the Preschool. Cindy confirmed that all full-time teachers have submitted their letters of intent to return in September. It was also approved to change the multi-child discount from a flat \$100 to a 5% discount.
- iv. **Scholastic Book Fair** - Although the fair was successful in raising \$1400, it was not enough to cover the general fund's commitment of \$2000. None of the proceeds went toward the PTF budget. Cindy suggested that unless enrollment is at a point where this could be pulled from the general budget that PTF consider an alternate fundraiser next year.

IV. **Ongoing Business**

- i. **Movie Night** - We raised \$71.50 at the last movie, Snowbuddies. Next movie night is May 30th - Horton Hears a Who. Cathy requested more parent volunteers at the movie nights. Due to other scheduled events, many of our regular parents were not able to make last time.
- ii. **Preschool Playground Equipment** - There was an excellent turnout on moving day for the equipment. We were able to get everything picked up, cleaned up, and set up that day. THANK YOU to all our volunteers! Cindy added that Bob Miller, who is in charge of grounds work for the church, will help prepare the playground for mulch when we are ready.
- iii. **Security Cameras** - Still in progress. Everything is set up and working in the data room. Cable still needs to be run to all the locations.
- iv. **PTF Bylaws** - No update. Pending School Committee review.
- v. **Girl Scouts Chocopalooza** - There was no attendance from the school or church ministries this year.
- vi. **GSCA Emergency Procedures** - Procedures are almost finalized. All rooms have been assigned a number for quick identification by emergency personnel. Cindy is working on

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an assembly for the students. Any assembly performed by the police may need to be modified as many of the assemblies are too graphic for younger children.

- vii. **Walk-A-Thon** - The students have raised over \$3000 in pledged donations so far. Class reps will be calling parents to recruit volunteers for the day as well as any items to be donated. A list of Wanted Items will be posted on the web site. Lists will also be distributed via e-mail and hard copy. Terry and Paula will be coordinating an updated list of volunteers and donated items with Cathy on an ongoing basis. Parents can also sign up at the front desk.

V. New Business

- i. **Teacher Appreciation Luncheon** - Teacher Appreciation Week is May 5-9. PTF will be hosting a luncheon for the teachers on Friday, May 9th. Paula will work with Cathy on developing a flyer for parents who may want to help bless the teachers in different ways throughout the week.
- ii. **New Treasurer Announcement** - Kristen MacDonald was elected the new Treasurer. She will be working closely with Lisa and Cathy to get acclimated to the bookkeeping system. A big Thank You to Lisa for all her hard work and dedication to the PTF over the years. And thanks to Kristen for accepting the position!
- iii. **Field Trip Request** - Cindy brought a request to the PTF from the 1st and 2nd grade teachers to help with the cost of an upcoming field trip to Wild West City (TBD). The teachers requested \$100 which would bring the amount due per student to less than \$20 (a guideline they try to keep). We unanimously agreed to give \$100 toward the trip.
- iv. **Class Reps** - We are in need of a third grade class rep. Cathy is going to e-mail the 3rd grade parents outlining the responsibilities of the class rep and ask anyone interested to contact her directly.
- v. **Fall Fundraiser - Innisbrook?** - Lisa informed us that now is the time to commit to a company for our first fundraiser of next year. We have been using Innisbrook for the last few years and they offer many benefits - variety, online ordering, prepackaged orders per student, and a generous % back to the school. Bill suggested that we also look into alternatives. We like the idea of selling cookie dough, but the Innisbrook contract stipulates that we cannot run any concurrent fundraisers.

VI. Parking Lot Issues

- **Tokens of Appreciation**
- **Scrip Program for 2008-09**

The meeting adjourned at 8:45pm. Next meeting is scheduled for **May 5th**.