

# PTC MEETING NOTES

## WEDNESDAY, OCTOBER 7, 2009

CALLED TO ORDER: 8:12am

ADJOURNED: 9:45am

NOTES RESPECTFULLY SUBMITTED BY: K. Cyr

IN ATTENDANCE: L. Carlin - President, C. Gafa - VP, J. Charbonneau - Treasurer and K. Cyr - Secretary  
K. Bernhardt, C. Lulko, C. Wooten, A. Byerly, A. Kekel, J. Anderson, D. Razzak, S. McClure, R. Bates, D. Sikorski,  
K. Steele, C. Goodall, K. Verska, N. Simatos, M. Bordogna, J. Gilewski, J. Opolski, D. Blakely, A. Robinson,

### I. New Business 2009-2010

- Introduction of PTC officers / welcome all in attendance / new parents / faculty
- Goals for 2009-2010 - Technology Infrastructure / 2009-2010 Teacher Wish List ongoing

### A. Non-Fundraising Events

1. Mini Grants Given to Teachers - \$250 ea (PreK-8, Art, Tech)
2. Classroom Liaisons - sign up sheet passed around and guidelines mentioned  
(meeting attendance, good communication to classroom parents required)
3. Assemblies Planned  
Mrs. Simatos submitted a partial list for 2009-2010. Cost TBD.
  - Bach to Beatles (K-8) on Monday, October 19 (9:30 -10:30)
  - "Olivier" -The Hampstead Stage Company Presents (1pm - 2 pm), date TBD
  - Author Denise Kaufmann on Thur, March 25, "Dragon In My Pocket" series (3 assemblies) -  
writing & inspiration, courage for bullying
  - Flying Aces Professional Frisbee Team on May 5, 1pm, (physics, pt, drug prevention)
  - Art In Action Day, Mrs. Simatos and K. Cyr will organize gathering local artists to demonstrate  
for students their various media and display their work, date TBD
4. Halloween Class Room Parties - Wednesday, October 28, 2009
  - Upper and Lower EL Chairpersons needed for Spooky Room; Wed night 7 & 8th have a dance
  - Library set up; 2 people dress up; J. Gilewski filled in procedure, PTC paid for crafts,
  - Possilby free pumpkins via R. Bates (usually \$120 expense), C. LaBranche will be asked to chair
  - Addition to candy: activity pads, plastic spooky rings, glo sticks, bookmarks
  - \$300 budget total; \$150 was spent last year; agreement to keep in the \$150 or less range
  - K. Verska would like to kick off with magician then each class proceed with their  
parties providing a less disruptive pattern to the day
5. Santa Shop - December 14, 2009 • Ami Kekel and Jenny Anderson Co-Chairs
6. Christmas Concert - December 17, 2009 • will talk more at next meeting
  - Need committee for Afterglow (set-up/breakdown)
  - Classroom Liaisons contact class parents to bring cookies
7. March Reading Night - April Byerly will chair; hoping a repeat of last year - no cost reading with Dr. Suess,  
possibly coincide with 7 & 8th grade play suggested by R. Bates
8. Staff Appreciation Lunch - May -Chairperson(s) still needed; to be discussed at future meeting

### B. Fundraising Events and Services

1. Entertainment Books - Sale Ends 10/5/09 • Chair: J. Birgbauer
  - discussion regarding the profit margin not strong;
  - possibly making available at Parent Night rather than going home; or sell them at Ladies Night
2. Sally Foster - October - Money goes directly to cover book fees. Chair: J. Birgbauer
  - L. Carlin supports idea that Entertainment Books and Sally Foster "jumpstart" our account at the  
beginning of the year since we start out with a low minimum balance. They are small workload fundraisers.
3. Ladies Night Out - Thursday, November 12 • Co-Chairs: Ami Kekel & April Byerly
  - secured 24 vendors \$30 - now full; seeking a book vendor; 8th grade help with tables after school for set up
  - sign up sheets for appetizers and help; chairs will start calls this week for help

4. Pizza Sales - March or April? - Money goes directly to cover Book fees.
  - D. Razzak will chair; Joyce Bynum will be contacted for information from last year
5. Winter Wine Down - trying to confirm March 6, 2010 via C. Wooten
  - Chairpersons needed, wine vendor suggestions, K. Cyr will provide job descriptions for next meeting
  - donations can always be solicited, donation sheets will be available
6. Market Day - Monthly Fundraiser Chair: Caroline Lulko • pick up is first Thurs of month
7. Cell Phone, Ink Jet and Laser Cartridge Collection
  - Mrs. Gadowski manages; receptacle outside front office
8. Foods- Ongoing purchase rebates
  - Mrs. Gadowski manages; money/points come directly to school
  - Mrs. Steele will issue the list of stuff to turn in for rewards (boxtops, cartridges, Coke rewards, etc)

#### C. Reports:

1. Treasurers Report - Including 2008-2009 Wish List Purchases
  - Jim C went over report; \$7,747.51 is the balance to date
  - request for reports from each event to go over successes, feedback, and moving forward
  - Jim C. will be doing all financial reports in Quickbooks to more efficiently track the PTC finances
  - Laura Carlin reported what was purchased: 3 new Mac computers; library books, new mics and stands, mobile computer cart with TV (to be purchased shortly) calculators, 6th Grade writing program, kidney-shaped table, 5th Grade computer software, preschool table on order: hopscotch stencil, popcorn machine (would like to use Santa Shop personal proceeds to pay for new machine)
2. PTC Survey Report: -PTC Fundraising - PTC Hours
  - L. Carlin requested for job descriptions in each area for events so it's easier to get volunteers

#### D. Open Discussion

- wish list: fence at bank parking lot;
- notes will be on website
- meeting time: morning vs. afternoon. Attendance at meeting was in favor of mornings
- suggestions: Achatz Pie or Soup fundraiser, Sandy McClure is offering to look into
- Parisian coupon fundraiser (2 nights) - possibly for sports events, J. Charbonneau to look into
- M. Bordogna won the PTC meeting's door prize -- an IC long sleeve shirt

#### E. Closing Prayer

#### PTC Liaisons to date for 2009-10 School Year

Pre	Dawn Sikorski
K	Jenny Anderson
1	Donna Razzak, Cheryl Goodall
2	Colleen Wooten
3	Caroline Lulko
4	
5	
6	Kathy Bernhardt, Robbin Bates
7	Jeanette Gilewski
8	

NEXT MEETING WEDNESDAY, NOVEMBER 4, 2009 AT 8AM IN MPR