

Ichabod Crane Central PTA

Minutes of January 14, 2009

6:42: Meeting called to order.

6:43: Quorum established.

6:44: Minutes from November accepted. Tim Farley motioned to approve with the understanding that “Chris Farley” is really “Tim Farley”, all in favor. None opposed.

6:45: **Treasurer’s Report-** Middle School’s ending balance is \$2329.12. Elementary school’s ending balance is \$9225.88. We are having issues with the IRS because 1 form was not filled out. Michele Graham is taking care of it as there are small issues. Everything for the fundraisers is paid out. There shouldn’t be anything left over or hanging around. Carrie Dugan noted that the Race to Read balance isn’t going to look right but we were reminded that there was some money left over from RIF. Motion to approve Treas. Report, Holly Busta, all in favor; none opposed.

6:48: **Corresponding-** We had one thank you letter from the Valatie food pantry. Because the Breakfast w/ Santa was canceled, we donated the food to the Valatie food pantry. Cathy Kittle will send out a thank you to Garelick Farms to let them know that their donations went to the food pantry.

Dugan said that certificates are being made to everyone who donated stuff for the PTA reception. (Wildhorse, Kinderhook Wine & Spirits).

6:49: **MS PTA-** Feb 25th at 7pm in the HS Auditorium will be an Internet Safety program. Farley saw a piece of Pete’s presentation on one of the staff development days and he said that it was a very good presentation. There are seeing more and more of issues involving the internet and technology such as cell phones and want to address it. The program is for parents and not appropriate for young kids; students will get a separate assembly program.

They made over \$600 on the basket raffles, congratulations to all winners. It was a good response from the teachers. Farley said that he was really impressed with the quality of the baskets.

Rachel’s Challenge update; they had a mix it up date in November that went very well. The kids moved around to sit with kids that they didn’t normally sit with. It was really well received. He thinks that they should do another one.

The first ice cream social was done for the honor students. There were over 200 kids in the cafeteria at one time. They bought 6 tubs of ice cream and it wasn’t enough. Tim did up a nice certificate for them as well. He did get one phone call from a parent whose child did not get the merit roll and they were upset.

They are working on an assembly coming up. They would like to do some type of activity night for the middle school kids but they need some good ideas. Dugan suggested a game night.

Dugan talked of the concern that paperwork/communication is not getting home. It lands on the floor. Is there a way that items can be scanned in and maybe emailed to parents? Farley said that the important items could definitely be done like that. Dugan would like to see it under the MS Connect Ed. Farley said that he can do that.

7:01: **Activity Committee-** BINGO night January 23rd. John Stickles will be calling numbers. This is K-5. 6:30pm. Volunteers are requested/needed. At the last one, we had some people going around to make sure that there were semi-real bingos. We all had a good time.

7:05: **Fundraisers-** We will do it from Jan. 30th to Feb 15th. (Yankee Candle). Kyle Ashenbrenner apologized for having the packets sent to the Primary school instead of her house. The representative was very happy that we decided to use them again this year. We are unsure of the delivery date at this point. Hopefully all of the packets will be submitted on time. She talked to Debbie Rapp to make sure that it didn't conflict with the other fundraiser. Graham said that the biggest challenge with the candle fundraiser is making sure that we don't get that end trickle. She will need help with the deliveries and the pickups.

The majority of the stuff that was left from the fall fundraiser was from MHG & MVB. If someone can divvy them up, Stickles said that the stage can be used at MVB.

Christine White would like to make a suggestion. Could the fundraiser be due on the 11th? That way it doesn't go through the holiday. Maybe the Monday after so we have more time.

Graham said the major problems are the late orders. The 27th is the absolute last day and we won't accept another order. This would also prevent bounced checks.

Stickles asked if the scholastic book fair is paid because he keeps getting letters requesting payment. Graham said that it is paid. The problem is that they have the bills under 3 different places and this happens every year. The libraries haven't even rec'd the monies that they were supposed to get from Scholastic. Graham talked to them twice on the phone. It shouldn't be this difficult year after year. We should just have 1 account number. They drop off at 3 different locations. Maybe we should look up some other book fairs.

7:16: **Museum Project-** There is no longer an educator at the Columbia County Society. The teachers don't want to give up this very worthwhile project. There are about 10 teachers between the 2 buildings to do it. They are requesting money for the teachers to buy supplies. They do request supplies from parents and they have their own but they get used quickly. So, instead of using the money to pay the educator, they requested to use the money to purchase more supplies. Because the line item just says "Museum" there shouldn't be a problem. The line item is \$3,000 and they don't think that they will use that much. The proposal is to take \$2,000 and to divide it equally among the teachers. There will be approx. 11 classes participating. Graham just reminded them that they will need receipts. Issues regarding tax exemption were discussed. They have concluded that the teachers just won't get the money they paid in taxes back if it is above the \$200.

7:27: **School Assemblies-** Some officers met yesterday to brain storm this area. We were trying to look for ways to save money. There are a lot of good assemblies out there but they are expensive. In the past, we provided a separate assembly for each of the elementary schools. Is there a way to get the two elementary schools together so we can save money? Stickles said that maybe we can use the High School auditorium. It is not a good idea to combine primary and the two elementary schools because there would be just too many kids. Maybe have the kids do a writing contest and there is a program from the city that will take the stories and make a skit. Melissa Murray said that Radio Disney has a program for elementary kids. It is a physical fitness thing. It is offered at a discount price for the first 200 schools that sign up. (Some mixed talking going on). Tracey Freeman compiled a letter to the teachers about assembly ideas. Farley said that he has a ton of assembly ideas.

7:38: **Unfinished Business-** Farley spoke about a petty cash fund for incidentals that can't be covered by Purchase Orders. Many times the teachers are paying things out of their own pockets. The fund would be about \$100-\$200. Once the amount is depleted, the receipts would be sent in and another \$100 would be sent in. Stickles said that we are not supposed to keep any cash in their office at all. Stickles said that he would be very careful with any steps that are made and to check it out with central office. Just in case they were audited. Murray asked that if someone buys something out of their own pocket, could they bring the receipt to the PTA and it would be reimbursed? Freeman wants to know if there would be a cap on that, it couldn't be an ongoing thing. White stated that her concern is exactly what they are purchasing. She is not crazy about the idea. At the end of the year, if/when we have extra money; we donate it to the schools. If this is decided, there has to be stuff requirements about what it is used for. The topic was tabled.

7:49: Ronnie Mangione requested to have more PTA parents attend the **Board of Education meetings** because budget discussions are starting.

7:50: **PTA mail boxes** should be checked regularly. Ashenbrenner said that she can do the MVB and bring it to the Primary school. Kittle said that she did the 3 schools last year and most of it should be recycled. Stickles will check our box once a week and have it couriered to the Primary school.

7:51: **Primary School Stage-** The PTA storage has been organized this past summer. However, it is messy again. Please stay on top of it for fire inspections and such. Please clean up after yourselves. Everything is being removed from the Primary school for this summer because of the asbestos removal. We have to find a place for storage, especially for the school banking.

7:55: Reminder about BINGO and the need for volunteers.

7:56: Kelly Firmbach sent a letter thanking everyone who participated in the membership reception. She also wants to meet with Stickles to pick a date to have on the calendar for next year so we don't run into problems.

7:57: Motion to adjourn by Kittle, 2nd by Farley. All approved.