



Ichabod Crane Central PTA

2910 Route 9, Valatie, NY 12184
(518) 758-7575

Meeting Minutes

Type of Meeting:	Monthly public meeting	Location:	Ichabod Crane Middle School Library
Facilitator:	Kayla Wilson	Secretary:	Kate Cabral (filling in)
Call to order:	7:05, quorum established	Date:	Tuesday, November 13, 2018

Present: Kayla Wilson, Kate Cabral, Melissa Miller, Sarah Lant, Sandra Funk, Brianna Ringen, Nicole McArthur, Lindsay Meyers, Nicole Williams, Cassie Dauski, Elizabeth Bock, Andrea Williams, Melissa Welcome, Kathy Dady

I. Opening Procedures:

Presider: Kayla Samascott Wilson

Discussion: read minutes, motion to approve made and seconded

Conclusions: minutes approved unanimously

II. Correspondence

None

III. Membership

Presented by: Kate Cabral

Discussion: Currently have over 122 members; up from 100 from last month! goal is to get 200, so if you know anyone who is not a member ask them to sign up!

IV. Budget

Presented by: Melissa Miller

Discussion: Reviewed updates/report since last meeting- with detailed deductions and income (included funds from previous treasurer-including check from Scholastic and Book cart money). Current balance \$32,907.07. Monthly report was approved unanimously.

V. Events

Discussion:

1. **Festival of Trees** will be Dec 12th. Coordinator Sandy Funk present to discuss PTA's involvement. Previously Festival of Trees was PTA sponsored/supported, however it has not been for last 2 years. PTA has never funded/paid for the event, however they used to be involved with providing volunteers to run the event and hold the money for them. This year the money/proceeds of the event is going towards the ICC Backpack program. Reviewed that this event was started by Melissa Murray years ago and was literacy based. This year the PS plans to bring it back to its roots and incorporate a book/literacy theme. Discussed that PTA would be interested in supporting the event and Sandy expressed that the need would be volunteers- especially a Santa.

FOLLOW UP:

- Kayla will work with Sandy to determine volunteer needs that PTA can solicit volunteer positions
- Determine what other needs for the event may be and see if PTA can assist- perhaps with a monetary donation, a wreath or basket to donate, or perhaps something to help with making money for Backpack program- like food, or popcorn? See if they need our photo printer in storage (if this still works?)

- Elizabeth Bock stated that Re: Santa- Valatie Santa Club has a suit that we might be able to use and a volunteer Santa too?!

2. **Trunk or treat-** was a success! Hundreds of students! Thank you so much to Nikki for organizing! There were more trunks this year than last year. Now that we have names/contact info we can get more next year and will start earlier! Flow was good, not too chaotic. Custodian staff at PS was amazing! The Girl Scout and HS volunteers were great! Some notes for next year: may need more cookies (went through 300), will need to budget more for next year (\$300) in case we need more supplies, cookies, etc. This year we were very under budget. Timing was good 5-7 pm (ended a bit early this year, but cold out and dark). Nikki is working on thank you notes and she is willing to help organize it again next year. THANK YOU!
3. **Breakfast with Santa-** Dec 8th from 8-11 am at St. Lukes in Valatie. There is limited seating, so people will need to sign up for hour long time slot ahead of time. Its out on our facebook page and Sarah will send home flyer after Thanksgiving. PTA will need to solicit volunteers to help with set up. Melissa will organize the boutique by Cross Eyed Owl- noted that she doesn't need young volunteers helping with that part. They should be in a busier role if volunteering.
4. **Rollerskating night-** Kayla found a company that would come to the school for a skating event, however there are Limited dates; between Dec 26th and Jan 1st is available. Discussion about if the skates would damage our gym floor? (response is that the company states they do not). Also asked about liability (company carries liability). Those dates are really tough with Xmas/holiday break...however some people who don't travel might want to attend to get out of the house! In order to be financially beneficial, we would need to guarantee \$1500-2000, which is 200 kids at \$6 rental. She could do a couple hour window and we would divide up kids into hour blocks. Could also have snacks, popcorn/food- even a bake sale, chili, etc. to help also raise more money.

FOLLOW UP:

- Do a facebook poll to assess interest for dates during that week
- Inquire if February break might be an option?

VI. Fundraising

Presented by: Kayla Wilson

Discussion: Kayla was in contact with Harlem Wizard contact- they provided us very limited dates...Mon Feb 4th from 6:30-8:30 pm. Discussed that this date is not great- its the day after SuperBowl and it's a late time frame.

Understanding that they would not come to us on a Fri or Sat, discussed that ideal date would be a Thurs or Sunday afternoon. The group is interested in this idea and Kayla presented numbers that in best case scenario- could provide the PTA a profit of ~\$4100. Discussed if no other date is available for this year, perhaps we can book for next year. The new School calendar is typically up in April. This event will need a lot of coordination and volunteers. So will need to plan ahead.

Some members brought up the wrapping paper fundraiser that was done in the past was really great?!

FOLLOW UP:

- Contact Wizards to confirm no other date options this year and inquire about planning a date for next year

VII. Principals report

Presented by: Andrea Williams

Discussion: Andrea reported that with standardized testing upcoming in the spring- the schools are really encouraging parents/students to NOT opt out. Changes have been made in the test and testing procedures. The school is putting together a parent info night and they would like PTA to help spread the word.

Also discussed encouraging people to get out to VOTE on the Capital Campaign project!

Reported that Tim is out on medical leave until January. There will be an interim principal- a retired Principal & Superintendant who has been here before. In his absence, any updates will be communicated through Andrea or to Kayla ahead of time.

The Meeting adjourned at 8:09pm (motion Nikki and Brianna second)

Next meeting: Next meeting Tues Jan 15, 2019 at 7:00pm at the Ichabod Crane Middle School Library