MIDDLEBROOK PTA MINUTES 9/20/17

(unapproved)

1. Call to Order - 9:02 a.m. in 7Y106. In attendance were: Hillary Morrissy, Gretchen Jeanes, Chandra Ring, Lauren Feltz, Lisa Huff, Laura Rowley, Nicola Davies, Holly Barker, Amanda Patania, Cynthia Dempster, Ginna Yerrall, Tara Butler, Lisa Finn, Sharon Kress, Carolyn Lyon, Yim Lai, Vanessa Elias, Jen Acerra-Markey, Ronni Sayewitz, Dawn Breakey, Laura Paschalidis, Natalia Ramirez, Christin Wallace, Amy Palma, Jung Soo Kim, Jackie Shaw
2. Approval of 5/18/17 minutes - a motion to approve was made Ginna Yerrall and seconded by Carolyn Lyon. Motion carried unanimously.
3. Teacher Representative – Tara Peterson (7G) – represented in Lauren Feltz’s report
4. Principal’s Report – Lauren Feltz
	1. Chromebook rollout: This was an ambitious timeline and a smooth rollout for a process this size. It wasn’t without bumps, but the response has been great. There’s a Brown Bag Lunch on September 28, 2017 for Chromebook related questions and discussion.
	2. Team Change did a lot of work on setting consistent expectations across the school. Kids are doing a wonderful job meeting these expectations.
	3. Zero Waste Initiative: this was a huge undertaking with high learning curves but the students and staff are doing great. This is led by Heather Priest. There are captains of each waste management station who are there to answer questions and to help students. Staff members wearing gloves move items wrongfully placed. Students should not be asked to move trash put in the wrong location.
	4. There are several new staff members
	5. It has been a remarkably smooth start to the year
5. President’s Report – Hillary Morrissy
	1. Thanks to Laura Rowley for helping guide through the start of this role
	2. The Back to School Messenger went out without a hitch
	3. Nicola Davies did a great job spearheading the Chromebook cover sale
	4. Zero Waste Initiative: MB PTA sold sandwich bags at Open Houses throughout the district to help with this initiative. Thus far 400 of 800 bags have been sold.
	5. Annual Appeal kicked off Thursday. This is where the MB PTA makes money to cover their budget needs and to allocate at year-end for Gifts & Grants. The recommended $40 donation breaks down to about $4-5 per program.
6. Officer Reports
7. Vice President – Laura Rowley:
	1. Membership: currently we have 268 members (9 teachers, 259 parents)
	2. Directory: there were a few glitches that have been resolved but it was a relatively smooth process
	3. Website: There is a link to the new page from the old Edline page
	4. Stop & Shop A+: 171 people are currently enrolled, up from 140 last year. Last year this brought $1,500 into the school.
8. Treasurer – Jackie Shaw
	1. Proposed Budget – the preliminary budget was initially done by the previous treasurer, Maria Wilcox, based in large part of averages of the last few years. For fundraising, Maria put in only the annual appeal so any other fundraising is above what is listed (including Membership, Photo Day, Chromebook covers). Spirit Wear sales were very close to the projected budget totals used. The Turnover Shop donation to the PTA was budgeted at $10,000 based on historical data. There’s a projected income of $42,600.50. Program expenses include the 8th grade Dinner Dance, 6th and 7th grade Fun Nights, donation to WSFAC (which needs clarity). The 8th grade T-shirts were removed from the budget because as annual appeal numbers go down there is a need to make cuts. This shirt has been given to all 8th graders, but was really used as a uniform for the music adjudication trip. Some students love wearing this shirt, some don’t wear it. The shirt traditionally has class graduation year and all the student’s names. Project 2022 will be made aware of this change. Odyssey of the Mind had 5 teams added to the budget. A letter about Team Grants will be sent to team leaders shortly. The PTA Administrative expenses have gone up based on the new cost of web hosting as the website is no longer supported by the district and this also created a need to increase our insurance to include Media Coverage. It also includes a Quickbooks subscription. There were also a few reimbursements outstanding from the prior year to be paid.
	2. Ginna Yerrall made a motion to approve the budget. This was seconded by Jen Acerra-Markey. Motion carried.
9. Parent At Large – Lauren Yoon – no report
10. Committee Reports
11. Spirit Wear – Raised roughly $6,000 via preorders, sales at walk thru and orders placed at walk thru. This would ideally be moved online and the new website would allow for online payment. There remains room for improvement of Spirit Wear communications. Nearly 1,000 items were sold and only 1 order is yet to be filled. There is also a new student-designed MB Logo that could be used if desired. A decision not to sell sweatshirts, flannel pants, other spirit wear was made a few years ago but can be revisited if there is interest there and a volunteer to oversee it.
12. Fundraising –
	1. The Annual Appeal has begun, but there is not a mailing this year. Payments can be made online via PayPal on the website. Thus far there are 62 PayPal and 12 checks received. Last year the response rate was under 40%. Information dissemination will continue via Facebook, email and the 6th grade Open House.
	2. Chromebooks – there is the pontential to sell insurance in the future as a way to mine the money made via this year’s cover sales.
13. Photo Day – the photographers weren’t setup at the start, creating a back-up. Some teachers were upset about this lost time. Kids were leaning on books for the pictures but depending on the pose you ordered this may not be seen. The desk holding the books needed a height adjustment for each student. Photo retake day will be in November. Middlebrook moved to LifeTouch this year after using Coffee Pond last year. The ability to order pictures via email was a positive.
14. Box Tops – Collection boxes are in the Visitor’s Booth, Main Office (will be out soon), Faculty Lounge and Media Center (in the past). Last year was the first year to garner over $1,000 (about 11 Box Tops per student).
15. Hospitality – The MB Bus Driver Breakfast will be October 5, 2017. Veteran’s Day Luncheon will be November 10, 2017. In a new format, the lunch usually held the first week will be on October 17, 2017. Donations will be requested to offer more of a variety than in past years. Winter Solstice will be December 6, 2017 and there will be a Teacher’s Luncheon in May.
16. Activity Night:
	1. 6th grade: currently planning setup and recruiting volunteers. Event will be October 20, 2017 from 7-9pm and cost $5 at the door. They are hoping to include a quiet or craft room.
	2. 7th grade: same idea as 6th grade fun night. October 27, 2017 from 7-9pm and $5 at the door.
17. Special Education – The Parent Advisory Board website is pabwilton.com. They act as a bridge between the administration and parents of students with special needs. The first event will be a Parent’s Night Out on Thursday, October 19 to offer parents of kids with a Learning Disability to connect with other parents.
18. Wilton Youth Council:
	1. WYC remains in need of a Treasurer. It is roughly 5 hours per month and there are Board Meetings the 2nd Tuesday of each month
	2. Upcoming Events:
		1. October 3 – How to Respond to an Overdose: Narcan Information and Training session. Silver Hill is giving free Narcan kits to all who attend.
		2. October 17 – 10am in Wilton and 7pm Civility: Teaching Children Respect, Tolerance and Empathy in a Complicated World with Alicia Farrell, PhD
		3. November 1 You Don’t Know Me Until You Know Me: A One-Man Performance by Michael Fowlin, PhD
		4. November 10 – 10am Book Talk at the library on ADHD Nation
		5. November 15 Dr. Peter Gray, author of Free To Learn is coming to start a community conversation on the need for free play for all ages. Registration required.
		6. Middle School Youth-to-Youth: held after school every other Monday and for 7th and 8th graders at lunch
		7. Peer Connection: A course offered in November with kick-off November 11. Teachers recommend students for this program but it is also open to the general 7th and 8th grade. There is a $200 fee to cover costs and scholarships are available.
		8. Class Projects: WYC sponsors class projects which begin at the end of 7th grade and end with a cumulative party to keep students safe after graduation.
		9. Vaping: This is a conversation that needs to take place, use is prevalent and hard to detect
		10. Please register for the WYC Monthly Newsletter and visit the website at wiltonyouth.org
19. New Business:
	1. Turnover Shop – all PTA Presidents are invited to their Board Meetings. They are looking for volunteers and generously give to each PTA and Visiting Nurse Association. You can volunteer for as little as one 3-hour shift per month.
	2. Messenger – this goes out weekly on Sunday nights during the academic year. This year the Messenger will alternate between full issues and the Messenger Light. All submissions must meet a hard deadline of Wednesday at 12Noon for inclusion.
	3. PowerSchool – the PowerSchool App is down for all, this is not an issue unique to Wilton. The “I Want To…” tab has a link to PowerSchool.
20. Meeting Adjourned at 10:29am.