

**PS199 PTA EXECUTIVE BOARD MEETING - APPROVED**  
**December 8, 2016**

PRESENT

Andrea Steinkamp  
Amy Friedland  
Danielle Winfield  
Dorine Grollman  
Ed Aldridge  
Enrique Gonzales  
Imran Husain  
Jenn MacFarlane  
Jenni Wolf  
Jill Urban  
Kate Stephan  
Leslie Cawdron  
Melissa Dye  
Rebecca Zimba  
Victoria Micalizzi

ABSENT

Renee Eanes  
Lara Bursor  
Moe Bardach  
Michelle Cuccia Gahwayler  
Sebastian Lieng

GUESTS

Liz Sutherland  
Anu Sehgal

- Motion carried to approve November 2016 EB Minutes

PRINCIPAL'S UPDATE - Louise not present.

PRESIDENT'S UPDATE

- Food for PTA Meetings (iVolunteer sign up sheet available). Coffee for morning PTA meetings can be coordinated with Allison in the office. Andrea and/or Victoria will circle back with the PAL who volunteered for food for each meeting in the week before each meeting to make sure everything is ready.
- Screenagers Screening at a PTA meeting? (<http://www.screenagersmovie.com/>). Liz Sutherland from SLT discussed. Movie/documentary about media starting with 6th graders, includes students, teachers, psychologists, physicians. Would invite 4th and 5th grade students and their parents. Two pricing options, depending on whether we want to pay more up front and keep any proceeds, or pay less up front and split any proceeds with filmmakers. Discussion about scheduling, whether to have it as a separate event or following a PTA meeting. Motion carried to allocate funds from the hospitality budget to lease the film.
- PTA meetings in December, January, and February will have a teachers representing each grade discussing a component of the curriculum.
- iVolunteer safety and usage. We took the link off of the PTA website, so event links are emailed in PTA newsletters.
- Parent Survey Update - Anu Sehgal from SLT presented a joint effort of the SLT and PTA, parent survey about communication and participation. Some discussion about adding two questions about volunteering. General thoughts about the survey were very positive.
- Staff Holiday Cards from PTA. Staff appreciation includes the luncheon at the end of the year, and a gift card around the holidays. Andrea asked for help addressing the cards one morning after drop off. Email to come.
- PTA Audit. Andrea informed us about the audit committee exploring an external audit. Currently we pay for our tax return. Jeff Alton and audit committee have been looking for an external audit for a few years and they have finally gotten some pricing. Discussion about what other school's PTAs do. Could structure the service to have a detailed review every year and a full

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audit every fifth year. Will continue to discuss with the audit committee. Anyone with CPA contacts should ask whether they would be willing to advise.

- Movie Night Planning Jan 6, Feb 10. Ed will reach out to Eve Fogel for possible movies. Spring Lake is the official sponsor of movie night. Passport holders have free snacks.
- Stars on Stage 4th and 5th grade Talent Show. Will reach out to 4th and 5th grade parents to ask who is willing and able to get involved, preferably with a 2+ years commitment so we don't have to ask again next year.

### CALENDAR OF EVENTS

- General PTA Meeting – Friday, December 16<sup>th</sup>, 8:45am
- Movie Night – Friday, January 6<sup>th</sup>, 6:30pm
- Auction Ticket Pre-Sale Week – January 9th
- Wine Tasting – Thursday, January 12th, 7:00pm
- Parents as Partners (SLT) – Thursday, January 26th, 5:30pm
- Broadway Night – Sunday, January 29<sup>th</sup>, 6:30pm

### TREASURER UPDATE

- Budget to Actual Review. Discussion about Family Giving. Year-end tax deductible donations letter will be going out next week.
- Holiday Boutique Fair isn't happening due to challenges getting vendors, who thought the event was too late in the season.
- Discussion about sporting events fundraising.
- Professional development expenses high because we paid the remainder of last year's invoice this year.

### COMMITTEE BUSINESS

- Fundraising Update – Family Giving Year End Push (see above)
- Auction Update (Jenn) Ticket Pre-Sale week is January 9-13, kidmail the week prior. Donation solicitation; list of suggested items will be online. Community sponsors will be given a decal they can put in their windows.
- School Store Update (Leslie) - on target for delivery 20/21st for this month. Some inventory. Amy Friedland has been a big help. If they would be welcome selling at live events just let them know.
- Fitness FUNdraisers (Jenni) - basketball clinic fundraiser can accommodate up to 40-60 kids. March Madness Theme if we can hold it in March. If not, there is a date in January that works.
- Holiday Party - Victoria thanked everyone who participated and volunteered.

### DECEMBER PTA MEETING AGENDA– December 16, 2016 @ 8:45am

Curriculum Presentation, Rezoning Update, Budget Review - General Meeting begins at 8:45 – Breakfast will be served – thanks to PAL Kate Stephan for lining up food.

Meeting adjourned 7:45pm

Respectfully submitted,

Rebecca Zimba