

Stephen C. Foster PTA
Regular Meeting
September 19, 2019, 9:00 AM
Minutes

- I. Call to Order - 9:00 AM. There were 16 members in attendance.
- II. Pledge of Allegiance
 - A. Thank you 5th graders for singing to open our meeting.
- III. Approval of Minutes, May 2019
- IV. Mrs. Phillips - Thank you to the PTA for \$50 gift cards for teachers, BFF shirts and kick-off programs great, 100% staff participation in PTA
- V. Executive Committee Reports
 - A. Treasurer - Priya Sukumaran
 1. Final balance as of 9/19/19 - \$3,370.38
 2. This balance includes first deposit of PTA membership dues (\$1,200.00) and current payments -
 - a) Georgia Pogue :\$120 (120 members @\$1 per person)
 - b) Council dues : 120@0.50 per person (\$60)
 - c) Unit Obligation: \$120 (one time annual payment)
 - d) State and National Dues: 120@ \$5 per person = \$600
 3. PTA insurance has been renewed
 4. Tax forms have been filed
 5. Pink slips can be found in the conference room
 6. Audit Report - Kevin Meehan
 - a) Audit from July 2018 - June 30, 2019 was properly documented, the balance was accurate, and Priya's reporting was very detailed and accurate
 - b) Corresponding signatures from requestors
 - c) Recommendations
 - (1) Adjust budget for over-budgets, ex. Field trips
 - (2) Add Building Improvements category rather than unbudgeted expenses
 - (3) Aim for carryover of about 3 months continuous budget or about \$6,000.
 - B. President - Cara Wetzel
 1. Thank you to everyone who helped out with PTA over the summer and since the start of the school year
 2. Website has been updated with minutes, committee chairs, and calendar
 3. Anyone interested in being a site administrator next year, let Cara know, and attend site administrator training with her

4. We have submitted a budgeted donation of \$50 to the Mt. Lebanon Library to be matched by the Buncher Foundation as part of Love You Library Month
 5. Upcoming events - Read-a-Thon, Spooky Story Night, Spirit Wear Sale, Food Sales
 6. Foster to October Council PTA meeting on Wednesday, October 2 at 9am. All are welcome to attend. Next Foster PTA meeting will be on Tuesday, October 15 at 7pm.
- C. Principal - Jason Ramsey
1. Thank you to parents and committees
 2. New website includes ADA recommended updates
 3. Welcome to new staff members - Regina Sandora, Sara Campos, Maragret Satersmoen, Emily Shupp
 4. Raptor system in use for admitting visitors to the building. Must check in and out and give ID to Mrs. Baranet. Once in the system, she can pre-print badges. Badges not needed for large school functions with staff present.
 5. Parking - lot is closed from 7:45-4:00 on school days. Please do not even use the lot to turn around as it poses a danger to students walking to or from school.
 6. October PTA safety training for parents who are alone with students - lunch clubs, Jr. Great Books
 7. Read-a-Thon is the only fundraiser for Foster. Encourages students to read. Look for details in the Forecast and E-Blast
 8. Parent volunteers make sure clearances are up to date.
- D. Third Vice President - Joseph Murdy
1. Nothing to report
- E. Secretary - Katie Nicolotti
1. Nothing to report
- F. Historian - Danika Lagorio
1. Binders are ready for committees to access.
 2. Online binders not compatible with all email addresses

VI. Committee Reports

- A. Council - Danika Lagorio
1. MTLSD has implemented RAPTOR system for security.
 2. MTLSD looking for substitute crossing guards
 3. Fire dept now offers an obstacle course for school and PTA activities
 4. Outreach is looking for a PT school programming instructor
 5. Hidden in Plain Sight truck for Mt. Lebo
 6. Washington Rd. development project will be underway in spring 2020
 7. Library adding a new learning lab, Love Your Library month through 9/30
- B. Butterfly Garden - Mariruth Leftwich
1. Replanted garden in May and used entirety of budget
 2. Maintained over the summer by Foster families and maintenance
 3. Plan to organize seed thrashing activity for 2nd graders this fall.
- C. Homeroom Parents - Meredith Warhola

1. Met this morning. Letters will be sent home soon to find volunteers. Remind parents of clearances and send volunteer list to Jane Baranet.
- D. Reflections - Courtney Montgomery
 1. Entry form and Guidelines posted in the Forecast. Entries due 10/25/19.
- E. Travelling Art Gallery (TAG) - Katie Nicolotti
 1. Homeroom parents will look for 4 parent volunteers from each class to lead two spring TAG lessons. Materials are in the PTA closet. If having trouble finding volunteers, we can send an e-blast describing how the program works.
- F. Membership - Anne Atwood
 1. First deposit made includes 120 members, including 17 staff members
 2. Reminders will be emailed this week for people to either pay or fill out online form.
 3. Final submission October 31, 2019.
- G. Directory - Danika Lagorio
 1. Working on the new directory. Will be emailed out to PTA members in upcoming weeks.
- H. Coffee and Conversation - Cara Wetzel
 1. Went well, well attended
 2. Recommendation to have name tags next year.
- I. Coffee and Kleenex - Katie Nicolotti
 1. Good turnout for both morning and afternoon
 2. Nice to have in the library - thank you, Mrs. Bilardi
 3. Recommendation for name tags next year
- J. Picture Day - Heidi Walsh
 1. Everything ran smoothly, picture retakes will be scheduled for anyone who needs one.
- K. Family Picnic - Kim Prete
 1. Picnic held on Sept. 6th - thank you to the committee members and custodial staff
 2. 8 high school volunteers
 3. Josh and Gab - bring back next year, introduce them and ask students not to touch their equipment
 4. Pizza - purchased 19 pepperoni and 28 cheese from Vocelli's - sold out of all of them at \$2/slice. Ordered two extra for custodial staff and HS volunteers. Water from food services - 6 cases and sold for \$1/bottle. Profit of \$678 from pizza and water
 5. Ran out of small bills for change - next year recommend getting \$75 in ones and \$25 in fives.
 6. Donation of \$176 from Kona Ice
 7. Used entire budget
- L. Yearbook - Cara Wetzel
 1. Using a new company, lower cost
 2. Send pictures to Cara from school events
- M. Read-a-Thon - Gina Kilpela
 1. Kicks off Friday, October 11th
 2. Planning to place a greater emphasis on fundraising - only fundraiser for Foster

3. Information will be sent out in Forecast, a meeting will be set with Mr. Ramsey, info for teachers to provide students and families.

N. Spooky Story Night - Mr. Ramsey

1. Mrs. Bilardi will be doing Spooky Story Night this year. Incorporating reading and Matt's Maker Space activities.

O. Spirit Wear - Grace Watson

1. Using BSN Sports - online site will open Sept. 30 and remain available for 7 to 10 days and items will be delivered before the holidays.
2. Fifteen percent of each dollar will go to Foster

P. Food Sales - Meredith Warhola

1. Sept. popsicle sales at \$277 for 3 days, going well, figuring out Oct. dates

VII. Unfinished Business

- A. A motion was made by Megan Sully to approve the audit. Kim Prete 2nd the motion. The motion was approved unanimously.
- B. A motion was made by Kim Prete to approve the budget carry-over. Grace Watson 2nd the motion. The motion was approved unanimously.

VIII. Announcements

- A. Next PTA meeting Tuesday, 10/15 at 7:00 PM.

IX. Adjournment

- A. The meeting adjourned at 10:01 AM.