

Spring Creek Matanzas Charter PTA -- General Meeting MINUTES **Wednesday, May 12, 2011**

Attendees: Katherine Benton, Angie Harrison, Jillian Navarro, Kelly Mackura, Tina Paradise, Dina McCarthy, Colleen Rouleau-Metz, Ali Quattrocchi, Emily Davis, Tracy Calmer, Mary Horton, Rebecca Casciani, Liz Ponts

Meeting called to order at **6:35pm**.

REPORTS

Principal's Report (5 minutes)

- Emily reported that Fine Arts Day went very well and she took many wonderful pictures. She asked us to consider how we would like the pictures to be used/displayed for next year (via website, snapfish, etc.). Do we need to consider permission before sharing?
- Yearbooks are here and will be in Thurs folders this week. They are still some available to order/purchase. Turn in forms/money to office. Next year Emily is having Mugshots do school pics (vs. LifeTouch) and will use them to do yearbook. Emily will continue to work with Tracy on yearbook. Angie Harrison would like to help as well. The association would like yearbook order forms and information going home to be more clearly marked if for Spring Creek or Mantanzas. (Can be quite confusing for families with kids at both schools.)
- Walk-a-thon was a fun! Emily and Kelly have been brainstorming ideas for how to improve for next year.
- Teacher appreciation was great! Thanks to Ali and Jodi for the wonderful lunch. Parent volunteers allowed teachers and staff to eat together free of lunch duties in two shifts. Thanks to Alicia for the great door posters on the classrooms.
- Staffing changes for next year include: Mrs. Weber will be going to Village Elementary to teach 4th grade. Ms. Pearlman (75%) and Courtney Graves (25%) (from Village Elementary) will job share teaching 1st Grade next year.
- Emily has started a website: springcreekmatanzas.org Check it out!
- Kelly is currently at 6th grade camp. They left today.

Teacher's Report (5 minutes)

*** 6th Grade Fundraising results (carnival)**

- Teachers not present due to camp.
- Approximately \$3,000.00 raised (reported via Emily).

Treasurer Report

Approval of Expenditures - (3 minutes) Sunnie

- Sunnie not present. Dina passed out Profit and Loss Report as of 5-10-11 from Sunnie. No expenditures requiring approval.

SAC Report - Colleen

- Superintendent will have a booth at the Sonoma County Fair this summer (July 27 – August 14th). If any members of PTA work 2 full shifts at the fair, we will receive 500.00 for our PTA. PTAs can also sell items at the fair. Colleen will organize.
- Based on current No Child Left Behind federal mandates, all students (at schools receiving federal moneys) need to be 100% proficient in English, Math and Science. It is thought to be revised but expect to hear more about this and talk of program improvement over the next few years.

Event Updates

Walk-a-thon Update– (5 minutes) Sunnie

- Unfinished business to address for Walk-a-thon before end of school year:
 - Remind families to turn in money and donation forms ASAP.
 - Tally lap card data and give back to families. Determine who walked most laps total and the winner per grade level.
 - Announce and celebrate winners of T-shirt contest from Spring Creek and Matanzas via Cheetah Cheer Assembly, Wed, June 1st and at one of last Matanzas assemblies. Colleen will post PDF and announce via Constant Contact as well.
- Suggestion/Beginning Brainstorming for Next Year's Walk-a-thon:
 - Improve all communication around event next year.
 - Bring back in the fall: Friday, October 7th and Friday, October 14th (November 6th = daylight savings) are suggested dates for next year. To be discussed further during summer meeting(s).
 - Have physical fitness event occur at 1:30pm and carnival open after school.
 - If only a physical fitness event (and carnival another time), we could get other sponsors like Sports Authority, Nike, Costco (requires 3 months advance for financial donation).
 - Mow out a track in field.
 - Bigger signs
 - More water stations
 - First aid station with nurse/other qualified staff
 - Organized by a committee (vs. one very hard-working person) with regular planning meetings. One of these folks being a volunteer coordinator.
 - Volunteers/staff use Matanzas walk-a-talkies
 - Shirts of different colors for Spring Creek and Matanzas. Put chart on back of shirt for keeping track of laps (vs. lap cards) and mark with a sharpie. At bottom of shirt, write total: "I walked ____ laps."
 - Slow lane and fast lane in track.
 - 6th graders start and kindergarteners start last.

- Kindergarteners have own fitness event/walk at Spring Creek?
- Kindergarteners attending event at Matanzas treated like a field trip. A certain parent/adult-to-student ratio required and those adults must walk and remain with their students until end of the event/parent pick-up.
- Need to start planning for Fall ASAP. Meet to discuss more in June at someone's house. June 14th or June 15th discussed as possible dates to meet. Will start Google group for PTA and send out a quick survey of what day works best for the group and confirm.
- Angie Harrison and Jillian Navarro would like to be involved in planning committee for next year.

Teacher Appreciation Week – (2 minutes) Dina

- Ali and Jodi put on a wonderful luncheon for the teachers at both sites (Tostada bar and Latino music).
- Alicia wrapped Entertainment books and put up posters on all classroom doors.
- Kids dressed up and brought teachers flowers from home.

Fine Arts Day – (2 minutes) Dina

- All went well at both sites. Ali and Jodi put on a wonderful luncheon after. Thanks to everyone's hard work!
- All expenses have not been processed yet but believed to be within budget.
- 5th graders at Matanzas did a wonderful mural project with Renee Francisco. Three murals were created on 4x8 plywood with three different themes (Language, Science, and Biomes). Most 5th grade students participated in teams. Exterior house paint was used. It was a costly and time-consuming project but turned out great! Maybe too much as part of Fine Arts Day for the future and is done as its own project throughout the year. Can we bring murals back to Spring Creek?

Theater Workshop "Cooperation and Teamwork" – (2 minutes) Tina

- Bridget Palmer will be doing theater workshops with all Matanzas students the week of May 23rd. The workshops will be themed around cooperation and teamwork. Kids will work in groups throughout the week. Cost will be \$780.00 per week.

Committee Chairs needed for multiple events next school year

Walk-a-Thon – Sunnie Robles-Schmidt, Angie Harrison, Jodi Giampoli (Jillian Navarro would like to be on committee/participate in planning)

Fine Arts Day (Spring Creek) – Kelly Mackura (maybe depending on work schedule next year...)

Membership – Katherine Benton, Alicia DeCoite (co-chairs or Alicia as backup?)

Box Top Coordinator – Angie Harrison and Colleen Rouleau-Metz

Hospitality – Ali Quattrocchi and Jodi Giampoli

Communications / Website – Colleen Rauleau and Kathy England

- Ali Q. would also like to chair a Printer Cartridges Recycling committee. This is done monthly and every three months at Staples and Office Depot.
- We need clear descriptions of what each committee and chair person does with a binder and flash drive (containing all computer files used by that committee and chair person).
- Emily would like to have clipboards that discuss each chair/committee/main school events and what's needed at back to school night for parents to sign up.
- We can also create a google group and keep each committees digital files in a virtual "binder"/for all to access in current positions and future. Kelly will set this up (after typing this if son keeps napping! ☺).

Open Agenda Items (10 minutes)

- Rebecca reported that the IRS refunded the PTA \$2523.00 after appeal letter. Way to go!
- Rebecca also reported that the RVEF is having hardships raising the money they need to fund science facilitators and other programs. She proposed that our PTA donate \$1000.00 to the RVEF (\$700.00 already budgeted to give to RVEF. She moved that an additional \$300.00 be given to total \$1000.00 if funds are available). Dina seconded this motion. All approved by voice vote.
- Lego Robotics program will need a new parent coordinator next year at Matanzas.
- Katherine B. shared a catalog with different types of reasonably priced recycling/garbage containers. She would like to see the school/classes revisit a recycling program to raise money. Recycling volunteer who organizes taking recycling to get money once a week?
- Emily and Katherine are talking with Mimi at Whole Foods to be the recipient of the 5 cent donation for all customers who bring in cloth bags for a quarter. Mimi would like Whole Foods to "adopt" our school!

Meeting Adjourned at 8:30pm.

Spring Creek Matanzas Charter PTA -- Executive Board Meeting
MINUTES
Wednesday, May 12, 2011

Attendees: Katherine Benton, Angie Harrison, Kelly Mackura, Tina Paradise, Dina McCarthy, Colleen Rouleau-Metz, Ali Quattrocchi, Emily Davis, Tracy Calmer, Rebecca Casciani, Liz Ponts

Meeting called to order at 8:35pm.

Approval of the Minutes: (1 minute)

- Minutes from Wed, April 13, 2011 meetings approved by voice vote.

Treasurer's Report - Sunnie (10 minutes)

- Sunnie's report approved by voice vote.

Finalize 2011/2012 Executive Board

- Tina appointed Katherine Benton to be Parliamentarian for next year.
- Nothing has been posted and no one has come forward since last meeting for Treasurer or Auditor positions.
- By voice vote, the executive board approved Sunnie remaining in Treasurer position for next year and Rebecca to stay on as Auditor until year end unless other's come forward.
- Emily will email Kindergarten parents for next year to see if there if further interest.
- Angie discussed need to communicate the positions more clearly and in a way that will catch parents attention. More flyers /announcements in Thursday folder and via email before school year ends?

Miscellaneous

- Recognition of MaryJo -- Dina will get Coldwater Creek gift card for \$100.00.
- Emily asked the PTA for \$1579.00 for backpack hooks for all classrooms at both schools (600 hooks). The executive board approved this expenditure if funds are available via voice vote.

Summer Meetings

- Kelly will set up Google group for PTA and send out survey for summer meeting. June 14th or June 15th?

Meeting adjourned at 9:30pm.