**PTA Meeting Minutes**

PTA: North Side Elementary

Date: May 24, 2017

Time: 7:00 p.m.–8:00 p.m.

1. Andrea Cavoli welcomed and asked members to sign into the meeting. A total of 19 people were in attendance. PTA members in attendance at the meeting were: Jennifer Andrews, Jamie Tum, Kristyn Beeman, Sarah Box, Amy Damdin, Michelle Frye, Patti Wiedt, Colleen DeFrank, Katie Gephart, Melissa Kurmakov, Rachel Fraser, Heather Watkins, Micki Freedman, Lindsay Moawad. PTA officers in attendance were: Andrea Cavoli, Meredith Bomgardner, Jen Anson, Janelle Heller, and Kristen Hanford.
   * The PTA calendar for the upcoming 2017-2018 is currently under construction and dates of next years PTA events are being finalized. Some events are being moved to different days and times due to availability of the committee chair and time of the events.
   * Currently the only open committees for the 2017-2018 school year is Field Day and 5th grade party. Looking for a chair and co-chair for both events.
   * A vote for new officers for 2017-2018 and 2018-2019 school years occurred. Jen Anson was voted in as president. Micki Freedman approved the motion and Amy Damdin seconded the motion. Melissa Kurmakov was voted in as Vice President of Activities. Heather Watkins approved the motion and Jamie Tum seconded the motion. Jamie Tum was voted in as Vice President of Communications. Colleen DeFrank approved the motion and Jen Andrews seconded the motion. Meredith Bomgardner was voted in as Vice President of membership and volunteers. The motion was approved by Amy Damdin and seconded by Jamie Tum. Jen Andrews was voted in as Secretary. The motion was approved by Melissa Kurmakov and seconded by Micki Freedman. Lastly, Kristin Hanford was voted in as Treasurer. Jen Anson approved the motion and Amy Damdin seconded the motion. The term for these positions is 7/1/17-6/30/2019.
   * Our PTA bylaw amendments and updates will occur at the end of the 2017-2018 school year and will be approved for 2018-2019 school year.
   * An assembly for 2017-2018 school year has been booked. Mobile Ag Assembly has been booked at discounted rate for November 2018. This was an assembly that PTA provided for the 2016-2017 school year and was very popular amongst the students and staff at NS.
2. Principal’s Comments / Teachers Remarks

Mrs. Sarah Box thanked and reported that the teachers and staff at NS greatly appreciated the efforts of the PTA for teach appreciation week. Students in grades 1-5 have been given the opportunity to go on field trips due to PTA funding. NS will be looking to host and provide parent out reach events and programs for the 2017-2018 school year. Mrs. Box intends to survey NS parents to see what programs and topics the parents would be interested in. Some ideas include helping with math and reading, cyber education, behavior management. The goal is coordinate efforts at school and at home and how the partnership impacts our school and students in a positive way. North Side is collecting items for STEM and STEAM to incorporate this into our classrooms. Some example of items that could be donated are cardboard, Styrofoam balls, plastic tubes, etc. that can be used to invent and create things. Mrs. Box discussed the minutes from the Central Dauphin School District Board Meeting regarding the growth enrollment occurring at NS. NS is #2 on list of schools nearing over population and the school board is monitoring the situation and will act accordingly when it is time. Additionally, the board is working on something to potentially give each student at NS a free breakfast and lunch. Lastly, there officially will be an additional 4th grade class being added to North Side resulting in 5-4th grade classrooms.

1. Approval of Meeting Minutes from February 2017. Kristen Hanford approved the minutes and Jen Anson seconded the motion.

* Membership Report – VP of Membership and Volunteers - Jen Anson reported that there are 116 members. We are always accepting new members. You must be a member to be a committee chair, have a say in the decision-making process, and vote.

1. 2016-2017 Budget – Treasurer - Kristen Hanford

* Approval of the Budget – Heather Watkins approved the budget and Jen Andrews seconded the motion. We have a $13000 remaining balance to pay out the remainder of the outstanding reimbursements. We had more profits than expected this year, which helped balance the budget due to not doing the Race for Education.

1. Committee Chair Review:

* Moms and Muffins: Micki Freedman [mickifreedman@live.com](mailto:mickifreedman@live.com) reported that she came in under budget given that there were more who cam than the expected 500 RSVPS. She suggests a 3-Day window or coordinating Moms and Muffins with book fair to give more room for people to eat while others are visiting the book fair. Julie Clemens will be shadowing Micki in the fall of 2017 and then take over as committee chair when Micki steps down. Additionally, Micki suggests making it known that you have the ability to receive budget money up front for the event rather than using own monies and then being reimbursed.
* Super Female Readers: Colleen DeFrank [colleendefrank@verizon.net](mailto:colleendefrank@verizon.net) reported that this event is easier to fill than Dudes and Donuts. 4th and 5th continue to be more challenging to get volunteers for but that teachers, support staff or other parents are willing to fill in.
* Spirit Wear Sale: Julie Clemens [julieaclemens@verizon.net](mailto:julieaclemens@verizon.net) we received $74 from the current vender for the most recent sale. The plan is to use a different vender for 2017-2018 school year. Ali Simpson will be taking over as Committee Chair.
* Spring Pictures: Julie Clemens [julieaclemens@verizon.net](mailto:julieaclemens@verizon.net) Ali Simpson is taking over as Committee Chair.
* Spirit Nights: Michelle Heinbaugh [michelle.heinbaugh@gmail.com](mailto:michelle.heinbaugh@gmail.com) The increased advertising for Sweet Frog and Chipotle resulted in great outcomes. We will continue to advertise heavily for these events. PTA is going to reduce the amount of spirit events for next year as to not overwhelm the parents every month.
  + Chipotle had a $1100 profit, Harrisburg Senators had a profit of $656 and attendance was up from last year (289 tickets sold, 46 chorus members attended), and Sweet Frog had a profit of $311.
* Bingo: Michelle Heinbaugh [michelle.heinbaugh@gmail.com](mailto:michelle.heinbaugh@gmail.com) and Katie Burn – There were approximately 340 people who attended. We will continue to attach Bingo Night to the spring book fair week. It is recommended that there be more people involved in the committee planning of this event.
* North Side PTA Scholarship: Michelle Heinbaugh [michelle.heinbaugh@gmail.com](mailto:michelle.heinbaugh@gmail.com) $1000 was awarded to Olivia Smith, a former NS student (must be at NS for 3 years). For this scholarship, there is a committee of NS teachers and staff who read over the anonymous applications and determine whom it is awarded to. The committee is looking for well-rounded students who focus on serving our community and apply it to real world.
* Yearbook: Katie Burns [krburns13@hotmail.com](mailto:krburns13@hotmail.com) The yearbooks have been distributed out to the students. It is recommended for upcoming years to have more photographers. Suggestions include having a photographer for each grade level. Additionally, cell phone pictures are not ideal for pictures. However, when using a cell phone for pictures, focus on 2-3 students and take several pictures of different groups.
* Book Fair: Jen Anson [rosenella13@hotmail.com](mailto:rosenella13@hotmail.com) and Meredith Bomgardner [mmbom3@gmail.com](mailto:mmbom3@gmail.com) - Spring Book Fair was a success, regardless of the snow days cutting the week short by 2 days and a delay. There was enough Scholastic Dollars profit to provide a free book to all the students in the fall of 2017.
* Teacher Appreciation Week: Lindsay Moawad [lmoawad@verizon.net](mailto:lmoawad@verizon.net) and Kim Ramberger [ramberger819@verizon.net](mailto:ramberger819@verizon.net) reported that this year’s teacher appreciation week included the families of NS students. There will continue to be an increase in PR/advertising efforts. We had a good amount of volunteers, but had some people who signed up forget to drop off food. This resulted in using more of the budget money to supplement for the mistakes of forgetting to drop off. The plan moving forward is to send out reminders the week and days of Teacher Appreciation week to help remind those bringing in food/supplies.
* Time Capsule Event – In previous years there was a time capsule (Deb Stover) created. Seniors who went to North Side come back, watch their 5th grade video, open the capsule, tour the school, have refreshments, etc. Andrea Cavoli suggested coupling it with a “senior walk”. This is when NS alumni seniors from parade the hallway while school is in session and the current students see them and see the teachers they had, etc. This would be to help inspire the current kids at NS to aspire to do the senior walk themselves their senior year. This could an add value to the school by inspiring the students here with the former NS Students about to graduate from HS. The senior walk will not only honor previous NS students, but also inspire our current NS students.

1. Upcoming Events:

* Field Day – There is a new format (started last year) for field day. The students have choices of what they want to participate in. We have 45 high school volunteers and coaches to help.
* 5th Grade Graduation and Party – Every committee for each year can do what they want for their class. The party does not need to follow the format of previous years. However, the budget will always remain the same. Additionally, it is always necessary to clear the plans with Mrs. Box.
* June Jubilee – June 7th is this years June Jubilee. The theme is Wacky Wednesday from Dr. Seuss. Students will be encouraged to dress wacky. June Jubilee replaces end of the year classroom parties. We are looking for donations for the Art Project and volunteers to support the event.

1. Future Events for 2017-2018 School Year

* Ice Cream Social will be held in August. The date is TBD. You will receive the information for the Ice Cream Social when you receive your teacher assignments for the 2017-2018 school year. Andrea Cavoli is the current committee chair and would like to have someone shadow her this fall to take over as committee chair in the upcoming years.
* Race for Education – We will be running the RFE in early November. We will be using 99 pledges in addition to optional mailers for the handling of donations. Andrea Cavoli is the current committee chair and would like for someone to shadow her this fall to take over as committee chair in the upcoming years.

VIII. New Business

Patti Weidt would like to volunteer to host an event for parents of special needs. She is asking the PTA for volunteer support to help with an event. The goal is to support and educate the families of students with special needs. Patti is the Vice President of the local task force related to special education. For more information, please reach out to Patty Weidt at [pawiedt@pa.gov](mailto:pawiedt@pa.gov).