Essex Fells PTA

General Membership Meeting

Essex Fells School, Media Center

September 7, 2016

* **President Christine DiGiovanni called the meeting to order at 8:48 AM.**
* **In Attendance:** Christine DiGiovanni, Nicole Skopak, Angela Vega, Brenda Cioce, Carolyn Goldman, Farrah Carnahan, Kathy Monroe, Collene Toth, Joan Paulin, Dina Ruane, Megan Farell, Kerry Criqui, Ashley Moran, Jasmin Rios, Jo Holland, Melissa Chnapko, Nicolina Lattarulo, Dawn Roppatte, Lisa Massaroni, Laura D’Avella, Tina Gardner, Tricia MacEvoy, Julie Piccoli, Sara Rafiei, Gabrielle Steiner, Annemarie Hochkeppel, Lauri Wactlar, Jennifer O’Connor, Vicki Caplan, Kim Pavlovich, Dawn Farese, Maria Jose Fernandez, Kris Huegel, Tricia Himawan, Bernadette Queenan, Lisa Breitweiser, Michelle Gadaleta

**Teacher Representative:** Mr. Viggiano

* June minutes were approved with a motion by Kathy Monroe, seconded by Laura D’Avella.
* **iPads:** 70 iPads and covers were purchased by PTA. 6th grade class (2016) contributed some funds as their class gift. iPads are being tested and hope to deploy them by 9/14/16. Old iPads will be sold and money will be returned to PTA to offset the cost of the new iPads.
* **Funnel Game:** Funnel game was installed next to playground over the summer. Game was a gift from a past 6th grade class.
* **Shed:** Shed was installed this past summer. It will be used by the Green Thumb Committee.
* **PTA Scholarship:** PTA awarded a $1,000 scholarship to Ashley Au.
* **Book Fair:** Fall Book Fair will take place 9/13-9/14. Setup will take place on Monday and the Fair will be held on Tuesday and Wednesday. Details of the Fair were discussed. Dawn Farese is the Chairperson of event and volunteers should contact her.
* **Back-to-School Night:** Will take place on 9/14/16.
* **Class Moms:** A meeting to discuss the roles and responsibilities of the Class Moms will take place on 9/7 following the PTA meeting.
* **Welcome Back Party:** This parents-only party will be held on Friday, 9/23 at Critchley’s home. No need to RSVP for the event. Class Moms will prepare the food and PTA makes necessary arrangements.
* **MobileArq:** Ashley Moran provided an update: Directory is up and new information has been added. She asked that everyone register for the directory and check to make sure your contact information is correct. Ashley also referenced her email with instructions on how to access the directory and how to download school calendar to your smart phone.
* **Family Fun Night:** Fall Family Fun Night will not take place due to the Fall Festival. Spring event will be planned for March.
* **Green Thumb:** Thank you to Lucinda Davis for planting the flowers and shrubs over the summer. Kids program will start soon.
* **Holiday Gift Shop:** Will take place in December. Explanation of the event was given.
* **Library:** Lucinda Davis, the Chairperson, will contact volunteers soon to create a schedule.
* **School Lunch:** Nofusslunch started on the first day of school. Some glitches occurred, but everything worked out in end. Water will be delivered to the school by PeaPod. Water will be used on Pasta Mondays and Pizza Thursdays. Thank you to all those who volunteer.
* **Pumpkin Hunt:** Will take place on 10/28 for grades PreK-2. An explanation of the event was given. Laura D’Avella is the Chairperson for the event.
* **Safety Drop-off/Pick-up:** Nicole Skopak discussed rolling pick-up. She reminded everyone that drivers are not allowed out of the cars during rolling pick-up. The line must keep moving, so if your child is not ready you are asked to pull over. Also make sure name tags are visible. New signs have been made to help guide traffic. Michelle Gadaleta asked that those participating in rolling pick-up be respectful to the residents who live in the area: do not line up too early, do not block driveways. Support from local residents is crucial to the program.
* **School Apparel:** Kathy Monroe is the chairperson and will have design discussions with a month or so.
* **School Supplies:** Thank you to Nicole Skopak and all those who helped unpack and organize the supplies.
* **6th Grade Class:** Chairpersons are Tara Biggerstaff, Farrah Carnahan, and Maggie O’Conner. Fundraising meeting for parents of 6th graders will be held on 9/15. First fundraising event will be at EF Soccer Day on 9/17. Brenda has estimated that 6th grade needs to raise approximately $34,000 for their grade-specific events.
* **Treasury Report:** Brenda gave a quick overview of the PTA finances. Currently have a balance of $22,000 in the bank. Moving forward will PTA will keep $10,000 in reserves. PTA has a tighter budget and is no longer sitting on a big balance (after purchase of ipads and teachers wish lists). She stressed the importance of fundraising. Presented budget was approved unanimously with a motion from Kathy Monroe and seconded by Jasmin Rios.
* **Yearbook:**  Moving forward with yearbook will include all classes. Class Moms will help coordinate pictures. Instructions on how to upload images will be presented at the October PTA meeting.
* **Mrs. Gadaleta (Principal) Report:**
	+ Mrs. Gadaleta thanked the PTA for the iPads.
	+ Professional developments that took place over the summer were discussed.
	+ She discussed the following upgrades to the facilities:
		- Fire panels in each building have been linked
		- Paving between the buildings and lower lot
		- Bleacher covers have been ordered and will be installed
	+ A teacher/staff orientation was held to review the staff changes that took place.
	+ 16 new students registered over the summer.
	+ She is waiting for a call to confirm EFS recognition as a Blue Ribbon School. If EFS receives the award she would like to have a party to celebrate the accomplishment.
* Mr. Viggiano (teacher representative) had no updates to report.
* **Fundraising update**
	+ Mabel labels fundraiser will end on 10/31.
	+ Fall Festival will take place on 10/22. PTA is still looking for volunteers. Current sponsors were announced and the need for more sponsors was expressed. The event is open to everyone, not just EF residents. Other ever details were discussed.
* **Meeting adjourned at 9:40 am by Christine DiGiovanni.**