

## SJLES PTA Executive Board Meeting

August 25, 2009 6:30 p.m.

SJLES Media Center

Attendees: Dana Hemelt, Rose Bullock, Vicky Sarro, Anne Swartz, Laura Munns, Lisa Higdon, Erica Byrne, Caroline Bodziak, Jenny Roman, Amy Cargiulo, Bari Rudikoff, Emily Rice, Allison Anderson, Gail Hendricks, Mary Olds, Hope Duffy, Brenda Reiter, Krista Suri, Patti Lizzo, Joanna Fichter, Cindy Anderson, Marisa Berry, Sonya Vasilios, Dana Perna.

Laura Munns called meeting to order at 6:40 p.m.

### Call to Order and Introductions

- Introduction of Mrs. Sarro, Ms. Swartz, and new and returning Executive Board members. See "SJLES PTA Executive Board" handout

### Approval of Minutes – Dana Hemelt:

- Final meeting from last year (5/12/09) general meeting minutes presented for approval. Motion to approve made by Amy Cargiulo. Motion seconded by Allison Anderson. All in favor, none opposed. Minutes approved. Future meeting minutes will be emailed to XB members prior to next meeting.

### President's Report – Laura Munns

- Green School – SJLES wants to earn Green School certification; Allison Anderson is the PTA chair and Mrs. Kennedy and Mrs. Bishop are the staff working on certification. Committee heads should distribute mailings to youngest and only – 440 copies should be made to send home to all families. Papers should still be labeled "youngest and only" prior to giving them to para educators. If something needs to go home the same day, mark it "time sensitive" and hand it to a live person (not a mailbox)
- Laura will email all committee heads a procedural/informational guide.
- Laura created a Needs Assessment Survey to take the pulse of SJLES families and their opinions about the PTA. All families will receive an HCPSS News announcement via email asking them to link to the online survey and complete it.
- The Jaguar Gazette (hard copy only for the first one) will go home a few days after the PTA packet. A proof was available to look out prior to being mass produced.
- The PTA website has not been updated this summer due to vacations and conflicting schedules. We also have to migrate off of the HCPSS server and find an independent server.

#### Principal's Report – Mrs. Sarro

- Staff had a wonderful opening day. Some changes made to the front office design, hallways, front entrance.
- Class lists will be posted on Thursday 8/27 at 3:30 p.m.
- Volunteers are needed for the first two days of school in the morning, to help students get off the buses.

#### Assistant Principal's Report – Ms. Swartz

- Long term substitute for Mrs. Harkness, who will be returning in early October. Sub is Mrs. Whitney Cooper, who was a long term 5<sup>th</sup> grade sub last year.
- Looking forward to working on Bus Driver Breakfast with Staff Appreciation chairs this year.
- Ms. Swartz is the contact for any bus related issues/concerns.

### Treasurer's Report – Krista Suri

- Presentation of the 2009–2010 PTA Budget – see handout
- Motion to accept budget made by Dana Perna; seconded by Marisa Berry. All in favor, none opposed. Budget approved by Executive Board, and will be presented for approval at the first general meeting.

### Committee Reports

- Staff Appreciation is all set to go for lunch tomorrow.
- Entertainment books are going home 9/3 and must be back by 9/11. Sally Foster will go home 9/14.
- Back to School Family Picnic and Luau 9/3 at 6:00
- Volunteer Coffees 9/9 and 9/10. Will give a building tour to those interested.

### New Business

- The county is unrolling a new recycling program in the schools to allow more waste to be recycled. We will receive more information and materials soon.
- Spirit wear – gauging interest in offering a recycled/reusable tote bag for purchase.
- Vacant positions: Citizens Advisory/Community Outreach chair (not crucial), Memory Book chair (urgent and time sensitive) Please let Laura know if you know of anyone who may be interested.

### Unfinished Business

- Treasurer vacancy can be filled by an XB vote. Erica Byrne made the motion to appoint Krista Suri as 2009–2010 PTA Treasurer. Motion seconded by Marisa Berry. Vote taken: all in favor, none opposed. Krista Suri is the treasurer for the 2009–2010 school year, effective immediately.
- Note change of phone number for Caroline Bodziak on XB contact sheet.
- If you want to post something on HCPSS News (formerly e school newsletter), Laura cannot post. Send an email to Mrs Sarro at [Victoria\\_sarro@hcpss.org](mailto:Victoria_sarro@hcpss.org) with the text included. Please send a few days before it needs to be posted.

Meeting adjourned at 7:21 p.m.

Minutes submitted by Dana Hemelt