

# MINUTES

## Howe Elementary PTA 2021-2022

*Date* Oct 13, 2021 | *Meeting called to order at* 7:04 pm *by* Michele Rowland

### In Attendance

<u>In-Person (Howe Auditorium)</u>	<u>Online (Zoom)</u>
Michele Rowland	Leah Haywiser
Heather Hathy	
Amy Grella	
Michelle Murray	
Aimee Danley	
Emily Smoller	
Steve DiTommaso	
Heather Moore	
Debora Rozario	
Fabiane Herculano	

### Approval of Minutes

The minutes from the September meeting were reviewed and approved. A motion to approve minutes was made by Dr. Murray and seconded by Emily Smoller. All present voted in favor. APPROVED

### PTA Officers Reports

#### Treasurer's Report – Steve DiTommaso

- The 2021-22 budget is available on the PTA website at: <https://howe.mtlsd.org/pta/budgets>
- Balance Update
  - Sunny funny fair
    - Event was huge success and was very well-attended. Total income for the event was \$11563 and expenses were just over \$3000
    - Thanks to this event, the PTA is well-funded and in a good position for rest of the year
  - First National bank account had a balance of \$12353 at the end of August
    - September transactions to date were 5 checks:
      - Payment to school district for 5<sup>th</sup> grade Camp Guyasuta trip - \$1012
      - Scholastic Storyworks – \$654
      - Two carryover checks from events from last year – \$345 for Teacher Appreciation Luncheon (May 2021) and \$194 for reading prizes

- Three cashboxes for Sunny Funny Fair - \$300
- September revenue:
  - Deposit from 5<sup>th</sup> grade fundraising funds - \$275
  - Membership revenue (transferred from PayPal) - \$2000
  - Sunny Funny Fair presale deposit - \$80
- PayPal balance
  - September transactions: \$2000 in membership revenue transferred to First National
  - September revenue was \$1555
  - Final balance is \$1555

### VP Report – Dr. Murray

- Thank you to the Sunny Funny Fair organizers, Emily Smoller, Heather Moore, and Amy Grella. This was Dr. Murray's 11<sup>th</sup> SFF and was by the far the best attended. It also generated the greatest revenue in the history of the SFF, had such positive energy, and was very well organized.
- Covid pool testing
  - There was a fast turnaround to implement this immediately, which lead to some glitches with company in first week. The company sent only 1 person, which resulted in delay getting students back to class after testing. The second week went more smoothly, and the company sent 3 people and students weren't delayed in getting to class.
  - More volunteers are needed for this, aiming for 20% participation and not everyone is attending (initially 63 signed up, but only about half attended)
- Family fun night – There is a potential copyright licensing issue with showing a movie at school. Deferring the event to spring in order to have time to identify options.
- Halloween parties and parade are coming up. Volunteers will need the necessary clearances. Also please come into the office and get your ID scanned into the system.
- Family conferences in will be in November and will coincide with the Scholastic book fair.

### President Report – Michele

- Updates from PTA Council
  - Michelle couldn't attend, Amy Grella attended as the Howe delegate
    - Technology glitch and half meeting cut off
  - No new information to pass along
- Committee Updates/Vacancies
  - **All committee chairs should reach out to Michele Rowland before any event involving rentals, in order to switch over rental forms as needed**
  - Committee vacancies:
    - Reflections (Arts in Education) - needed for next year, since deadline is too close
    - Veteran's Day Celebration
    - Co-chair positions and shadow positions also available for upcoming committee vacancies
- Thank you to Sunny Funny Fair Committee
  - Thanks were expressed to all involved in the Sunny Funny Fair. Michele was not able to be there and it was difficult to miss such an important event for the PTA, but SFF participants were passing along info on how well it was going. The dunk tank was also an awesome addition. Several responses to SFF Survey request for feedback were received to date with 5 comments.
- How to Find Us

- Sign up to receive the PTA newsletter through membership toolkit (<https://howepta.membershiptoolkit.com>). Please feel free to contact Michele Rowland with any questions at [michele.rowland29@gmail.com](mailto:michele.rowland29@gmail.com).
- Visit the website: <https://howe.mtlsd.org/pta>
- There is also a Facebook page, but it is used primarily to post pictures of events and not for official communication
- Some classes have a group Facebook page, these are private pages and are not monitored by the PTA or school. Please feel free to direct any questions about PTA events, volunteering, etc to Michele ([michele.rowland29@gmail.com](mailto:michele.rowland29@gmail.com)) or Dr. Murray ([mmurray@mtlsd.net](mailto:mmurray@mtlsd.net)) directly.

---

## Chair Reports/Recent Activities

---

### PTA Membership Committee

- To date, there are 161 regular members and 28 faculty members that have joined the PTA.
- Selling SFF wristbands through membership toolkit helped remind people to sign up as PTA members.
- 15 people updated info on membership toolkit without purchasing a membership

### Sunny Funny Fair

- Heather Moore thanks everyone that helped, in particular:
  - Lori Haller - organized food, got tons of food donations from local businesses, and her and her husband Matt ran out to pick up the food to restock throughout the SFF
  - Catherine Redkin – organized ticketing and clean up
- Emily Smoller shared that the SFF team worked great together and that volunteers stepped up in the end to get everything covered
- Thanks to Boy Scout Troop 65 for refurbishing and revitalizing the games
- Thanks to parents who donated to homeroom baskets and neighborhood donors of baskets, basket revenue was \$2200

### Corporate rewards/box tops

- Chair was not in attendance

### Odyssey of the mind

- Leah Haywiser updated that there will be two Howe teams and that the reimbursement for membership fees will be submitted soon

### Spirit wear

- Chair was not in attendance

### 5<sup>th</sup> grade committee

- Dr. Murray shared that the Camp Guyasuta trip was fabulous.

### Scholastic Book Fair

- Moving date to Nov 10 and 11 to coincide with family teacher conferences. Kids can shop during the school day and family can shop before or after conferences.
- There will be volunteer opportunities at the book fair for any interested parents.

### Howe's About a Gift

- Chair was not in attendance

### Howe Family Fun Night

- Moving to spring to give time to best plan the event in light of copyright restrictions.

---

## Unfinished Business

---

None

---

## New Business

---

- Four teacher requests:
  - Third grade assembly request – paleontologists will come do a presentation, will bring a dinosaur skull, and do a hands-on activity where students will excavate using a kit. This ties in with rocks and minerals unit. *COST= \$470*
    - Motion to approve – Steve DiTommaso, Seconded – Emily Smoller, All in favor, APPROVED
  - First grade teacher (Danielle Lewis) requests three wobble seats costing \$59 each. *COST= \$179.97*
    - Motion to approve – Dr. Murray, Seconded – Steve DiTommaso, All in favor, APPROVED
  - Fifth grade request – books for the classroom library from Amazon *COST= \$330.37*
    - There might be ~\$1000 in Scholastic bucks to use if books are available through Scholastic
    - Motion to approve – Amy Grella, Seconded – Dr. Murray, All in favor, APPROVED (with the caveat to use Scholastic bucks for any purchases possible)
  - Recess cart *COST= \$322.34*
    - Motion to approve – Dr. Murray, Seconded – Emily Smoller, All in favor, APPROVED
  - Total cost of approved items: \$1302.68
    - Or less if some books can be purchased using Scholastic bucks
- Nominating Committee
  - Volunteers need for the nominating committee, who will seek volunteers to fill officer positions. Positions that will need to be filled are: President, First Vice President, Corresponding Secretary, and Treasurer
  - Committee needs to be formed by the Nov PTA meeting so that it can be voted on. Then, in February, names are brought forward and voted on at the March meeting.

---

## Announcements

---

- End of First Quarter 10.29.21
- Halloween Festivities 10.29.21
- No School 11.02.21
- Howe Family Fun Night (moved to spring)
- Scholastic Book Fair 11.10-11.21

---

## Next Meeting

---

Nov 17, 2021, 7 pm

Meeting was adjourned at 7:55 pm by Michele Rowland.