

Markham Elementary PTA Meeting Minutes
Markham MPR
September 22, 2017

1. Call to Order
Meeting called to order at 8:54 a.m. by Sue Galeone, President
2. Approval of Minutes
“A Motion is made to approve the minutes from May 26, 2017” Sue Galeone.
Moirra Aulbach made the motion, Ann Bozick seconded.
-All Approve

3. Executive Reports

President (Sue Galeone)

Sue Galeone welcomed the attendees and had the members of the executive board introduce themselves to the assembly. A reminder was given regarding security clearances. All program volunteer forms must be given to Mrs. Miller, the building secretary, preferably not at high traffic times during student drop-off and pick-up.

Current enrollment numbers at Markham Elementary are 328 students.

PTA Reflections Art Competition will be accepting entries in early November. The theme for 2017-18 is “Within Reach.” The contact person is Kelley Bowen.

Spirit wear orders are currently being accepted.

Packets will be out soon for Read-A Thon.

The fall community service project to collect school items for Hurricane victims was a great success with many items collected. The shipping costs exceeded expectations.

PTA Council Report

Dr. Marybeth Irvin (Assistant Superintendent for Elementary Education) discussed the Districts goals for Social and Emotional Learning (SEL). The community can gain an understanding of this addition to the curriculum on the CASEL website. As well, Dr. Irvin reported on the maker space staff training at the Children’s Museum and that the Maker Spaces are now open in the district’s schools.

Dr. Tim Steinhauer (Superintendent) introduced the theme for the school year as “belonging.” District Administrators attended workshops over the summer given by the Anti-Defamation league.

Dr. Ron Davis (Assistant Superintendent for Secondary Education) reported on the Universal Design for Learning model. The UDL has been discussed with the administration and faculty to best address the needs of all learners.

Dr. Tracy Scanlon reported for Outreach. She is new to the position, and encouraged parents to look for Outreach programs and services that may be helpful for them. Mary Burkes (School Board) reported that the air-conditioning installation in the elementary and Middle School's has been completed successfully.

Moira Aulbach (1st Vice President, PTA Council) introduced a bylaw revision to PTA Council Membership whereby the Council President must serve at least one year as a unit PTA President, as opposed to one year on the on the executive board of the District PTA Council. The motion was approved.

Community Notes:

Uptown block party took place 9/16/17. All proceeds benefited Accessible Lebo.

The Artists Market will be held 9/23-9/24/17 in the Uptown area.

Mindful Brewing held an event 9/14 to benefit the Dennis Theater.

Club Lebo is looking for volunteers for its popular Middle School programming.

The dates and location for the MTLPD "Hidden in Plain Sight" program are still TBD. The MTLPD encouraged community members to follow new regulations regarding children using rear-facing car seats until the age of 2. This is now a ticketable offense. As well, parents are reminded to look to the student's safety throughout the school Go Zones. Markham students were provided with Safe Walk information from the MTLPD on 9/20/17.

September is "Love your Library" Month. All donations will be matched through the Buncher Foundation.

1st V.P (Corby Larocca)

Spirit wear Chair Marcie Eberhart will extend order form deadline till Monday, September 25th.

Some new fundraising opportunities are being explored. There will be a possible Piccadilly fundraiser in 2018. As well, a potential "Markham Night" at FLIGHT in early 2018.

(Out of Order) Principal (Dr. Rob Freil)

Staffing updates as follow -- There is a new aide, Allison Jones. Mrs. Ketterman and Mrs. Beringer will be out on maternity, interim replacements will be announced.

Dr. Freil's replacement will be named at the October 16th School Board meeting. The interim principal will be Bob Mallery.

The 5th Grade Student Council has been introduced. There is a lot of enthusiasm among the 5th graders for the selection process. Letters of interest are due September 25th. The

election will be held on October 13th.

2nd V.P. (Sue Galeone for Hollie DeLuca)

A reminder to please join the PTA! As of September 22, there are 156 members from the Markham community. The breakdown consists of 40 family memberships, 116 parent memberships and 19 faculty memberships. Markham community members are welcome to join at any time!

3rd V.P. (Mandy Mitchell)

The PTA received a positive response to sport equipment purchase requests, approximately \$270 worth of equipment obtained.

The Committee Chair Meeting took place on September 13 and the event went well. All committee chairs now have folders outlining their committee contacts and necessary information pertaining to the running of committees.

Volunteers needed, especially PHOTOGRAPHERS, WALK to SCHOOL WEEK HELPERS, ELECTION DAY BAKE SALE (baked goods and event staff).

Read – a – Thon - THE BIGGEST PTA FUNDRAISER OF THE YEAR – is coming soon! Information packets will be distributed early October. Changes have been made to the program this year, with a shift in emphasis from minutes read to participation. There have been some great donations from the community for prizes and we are looking forward to this fantastic event!

A reminder that as a part of “Love your Library” month, even those who join as friends of the library (minimum donation \$15) will have their donation doubled!
Recording Secretary (Sacha Klink) No New Information to Report

Treasurer (Laurie Vota)

Carryover from 2017 is \$6,700.

Noted the income from Markham Magic did not reference the expense of the games.

The new art sales were purchases paid for after the event (Markham Art Show).

Noted that the monies displayed under the library heading are monies held for the library in the PTA account and are not a part of the PTA budget

Proposed changes to the budget:

Subsidy of 4th grade River Quest Field Trip (\$10 per student covered by the PTA)

Addition of allocation of discretionary fund for Gym

Increase of Coffee and Supplies budget from \$150 to \$200

Increase of budget for Markham Circle Breakfast from \$150 to \$200

Addition of General School Enrichment fund

Addition of budget for anti-bullying assembly

Budget adjustment to reflect the actual cost of red folders (\$634 vs. \$600)

A Motion was made by Moira Aulbach to approve these changes. Ann Bozick seconded. Motion approved.

Communications Officer (Linda Harrold)

No new information to report

Historian (Tracy Paul)

The Grade Level Coffees went well and had good participation. Hopefully all will enjoy participating in the classrooms in the coming year.

Met with the Markham School Nurse (name) regarding options for the classroom parties. The parties will continue to include water; fruit and a treat provided by the PTA. Rice Krispie Treats are an approved treat for this year. As well, some items may be approved from Graham's Bakery.

Markham Movie Night will be postponed until the spring, date TBD.

Committee Reports

a) Popsicle Playdate:

Corby Larocca reports that the Popsicle Playdate held on (date) went well. This was the second year for the Popsicle Playdate and the event seems to be both well attended and appreciated. Approximately 120 kindergarteners, parents and siblings attended.

b) Newcomer's Reception (Sue Galeone for Christa Smith)

The event went well. About \$60 of the budgeted amount spent. It is hoped to follow up with the newcomer families in the fall to see how everyone is adjusting to life at Markham! A suggestion is made to possibly schedule the Newcomer's Reception and the general Markham Meet and Greet farther apart in order to increase newcomer participation. As well, it would be a great idea to include a children's activity.

c) Picture Day (Mandy Mitchell for Melinda Berdyck)

Picture day went smoothly and photos were once again taken outside of the school on the lawn. It is suggested that 2 volunteers are sufficient for the event. Make – up pictures will be in mid-October.

d) Welcome Back Picnic (Sacha Klink)

The event held on September 14th was a fun event and was well attended. Luckily there was no rain! 78 pizzas were sold. The PTA raffle winners were the London family for the Mt. Lebo socks and first grader Tamsin Holliday for the Markham T-Shirt winner.

Thanks to Sue Galeone and Mandy Mitchell for their help with the PTA table and to Kirsten Engle for all of her help as co-chair. As well, a special thanks to the Beigi family for the donation of the socks.

The 5th Grade Bake Sale held at the event was very successful and raised \$520 for the Markham 5th graders.

Unfinished Business

a) 2016-2017 Audit Report (Moiria Aulbach)

On July 19, 2017 Jennifer Cox, Angela DePlato and Kate Nielsen reviewed the Markham PTA's financial account statements, transactions and supporting documentation for the period of July 1, 2016 through June 30, 2017. The Audit Committee concluded that the Markham PTA operated ethically in its monetary procedures and exercised effective controls during the 2016-17 fiscal period. No suspicious checks or deposits were found. The Committee suggested emphasizing best practices surrounding the school's events and fundraisers that generate cash, namely:

- Documenting every deposit;
- A minimum of two people should be involved in counting funds and each should sign off on the deposit amount;
- Guidelines are needed to clarify whether typed names may be used in place of personal signatures;
- A consistent filing system is necessary within the treasury binder. It would also be useful to include a list of outstanding transactions with the Transaction report.

Treasurer Laurie Vota also spoke to the auditing process and hopes that in the future any questions from the auditing committee will be able to be addressed to the PTA directly to help the auditors get the answers they need more easily.

A motion is made by Sue Galeone to approve the audit report. Ann Bozick seconded the motion. All Approve.

Adjournment

-Motion to adjourn the meeting at 10:26 by Sue Galeone. All approve.

Submitted by Sacha Klink, Recording Secretary

Approved: Susan Galeone