**MINUTES**

**Shady Grove Elementary PTA Board Meeting**

**May 14, 2015**

**Tenth Meeting of 2014-2015 School Year**

**Present:** Sally Raderer, Stephanie Estey, Gwen Jahangiri, Erin Reed, Natalie Lewis, Kirsten Hanson, Colleen Bohlman, Kim Berselli, Anna Gibellato , Meghan Gemmill , Irina Libon, Sarika Malani, Amy Foy, Diana Tittermary, Dr. Regina Schwab, Crissy Lynn, Debbie Taylor.

**Absent:** Tabetha Swertfeger , Alexandra Bula, Renee Kreiser, Lisa DeFrank, Bill Gemmill, Kevin Dodson , Ann Vaughan , Kelly Plageman, Shannon Johnson, Janet Sullivan, Christina VanEpp , Justine Sherman, Mary Wilson, Sejla Hoareau, Katherine King, Karen Manning, Natasha Gamboa, Joanne Rosel, Kelly Rapp, Jenny Conklin, Maria Galbraith, Deana Collier, Deborah Vuturo.

**Call to Order (Time 6:39pm) – Sally Raderer**

**Approval of Minutes-\* *Quorum not met at start of meeting.***

**Correspondence-Stephanie Estey**

\*No report.

**President’s Action Items/ Announcements-Sally Raderer**

\*Sally wanted to recognize Ann the cafeteria worker as she has been silently organizing and sponsoring the cafeteria sticker days. It has been proposed by Alexandra Bula and Wendy Cho that we say thank you with a gift card that she could use to continue the program.

\*A proposal made for the motion to approve funds for Ann to have a gift card given or funds dispensed in various ways in the amount of $150.

\****Motion made by Amy Foy to approve the amount of $150 to be dispensed for the gift for Ann the cafeteria worker. Motion seconded by Meghan Gemmill. No one opposed. Motion carried.***

\*With regard to finances/budgets, our books close on June 30.

\*June 30 until Back to School Night, we can receive money, but can’t write checks out. This means we can’t issue refunds, check requests, or reimbursements during this time.

\*If you have funds that you think you will not be spending, please tell Gwen and Sally. We typically allocate remaining funds to school needs, with vote of the board and general membership.

\*Promethean Boards- If all goes as we hope; we may be within 5 or 6 Promethean Boards of fully furnishing our school. 20-15-16 is the time to get the job done, and I propose a fundraiser to purchase the remaining boards.

\*For those who will be serving in 2015-16, start thinking of your 2015-16 needs. Please use the form provided, or the electronic copy from Sally’s email. Deadline for submission is June 30, but submission by June 12 is helpful.

\*The appointment of the audit committee has been done and the members are Sarah Westmoreland, Lauren Wamboldt, and Mary Sue McClintock.

\*Our next board meeting is Wednesday June 3rd at 6pm. All outgoing members and incoming members should be in attendance. We will be providing dinner from Panera Bread.-sandwiches and salads.

\*Board transitions: Before the June 3 meeting, call those who are taking your role next year. Please meet with them before June 12.

\*Schedule meetings with Dr.Schwab: Programs and Cultural Arts.

\*Nominations and Elections- ASE open-discussion of offering credit to ASE coordinators. Shall we offer a free class for volunteering to take the position? Get consensus to agree on an offer from the board in order to help gain interest in the positions open.

-Yearbook creation open-? Free yearbooks for the new member. Many suggestions thrown out for ideas regarding options for obtaining yearbook pictures etc. There was a question of an outside yearbook company to come in to take pictures. There was a suggestion to have a Henrico county HS student come in to take pictures and maybe have it go towards volunteer hours for them. Lastly there was a suggestion made for teachers, staff, and parents to take pictures and upload them to a website.

\*Suggestion made for a flyer to be circulated with the open positions for ASE and Yearbook.

\*Vote nominations will take place May 21st at the picnic; Erin Reed to lead the meeting.

\*Stage curtains were ordered with approved PTA funds-installation May 22.

\*ASE sport/exercise programming and future of the Fun Run. We do in fact have liability coverage to bring these programs back.

**Principal’s Update-Dr. Regina Schwab**

\*On May 6th Teacher of The Year celebration was great. Michelle Reynolds was named PE Teacher of the year for the county.

\*Looking forward to Field Day on June 5th. (Rain date is June 10th)

\*Last Friday was the Parent Coffee for incoming Kindergarten parents. (85 incoming Kindergarteners at this point)

**Treasurer’s Report-** **Gwen Jahangiri**

\*Financial report was circulated.

**Executive Committees:**

**1st VP Programs-Tabetha Swertfeger/Erin Reed**

\*Next Thursday is the Picnic Night. Three food trucks will be there as well as The King of Pops cart and entertainment.

\*Stamps for one way in and one way out will be given.

\*School of Rock is coming as well as a balloon lady and a face painter.

\*We are in need of volunteers for the entrance and exit as well as The King of Pops Cart. Only an executive board member can work the cart as money is being exchanged.

**2nd VP Finance-** **Renee Kreiser/Meghan Gemmill**

**Box Tops for Education-**

\*We received our April check for $912.90.

\*We now stand at $2,379.60 vs. $3000 goal.

\*Final counts for the class with the most Box Tops for the entire year are underway. I will communicate results by May 26th.

\*A reminder Box Tops Collection baggie will go out in the last week of school.

\*Winner gets a kickball game with kids and parents.

**Finance report-**

\*No report submitted.

**3rd VP Volunteers- Natalie Lewis/Kirsten Hanson**

\*Volunteer Appreciation Breakfast has been planned, we are just waiting on date verification and then a communication will be sent out.

\*From the original Field Day being postponed, volunteers are still being placed for the new upcoming date but many have been able to keep their positions from the first date.

\*Morning setup crew still needs to be added to due to the date change, so a memo will be sent out.

**4th VP Communications – Colleen Bohlman/Irina Libon**

**Publicity Report**

\*Two Blasts are left for the school year. June 2nd will be the last communication. If you have anything to be posted in it, please submit ASAP.

**Lay Advisory- Alexandra Bula/Kim Berselli**

\*Last meeting is this coming Monday. They will discuss the use of technology regarding HCPS students and a topic involving SOL Testing. Any info or questions to be asked, please mention to Lay Advisory.

 **County Council- Kevin Dodson/Bill Gemmill**

\*No report submitted. Sally added that there was a recent meeting that she attended with County Council and if you

have any questions about it, please ask her.

**Standing Committees:**

**After School Programs- Anna Gibellato/Sarika Malani/Ann Vaughan**

\*Dates for the fall have been approved by Dr.Schwab. A six week session begins the 29th of September. Classes will be held on both Tuesdays and Thursdays, except Election Day, until November 10.

\*We are currently working on putting together class options for the fall session. Five Shady Grove teachers have shown interest in the enrichment program and we are very excited about that.

\*We have not had any athletic classes as part of our enrichment program last year and would like to bring this up for discussion. We want to thank Sally for taking the time to do due diligence and consider the possibility of having sports back in the program.

\*We may be able to offer basketball, running, or soccer.

\*ASE will only be offered in the fall.

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**Cultural Arts/Educational Enhancements – Janet Sullivan/Mary Wilson**

\*Cultural Arts has ended its programming for the 2014-2015 year!

\*We’ve offered the students a wide variety of programs including the Symphony, Ballet, Robots, Acrobats, and Theater & Science.

\*We are already at work planning an exciting line up for next year.

\*We thank the teachers for their feedback and our incredible parent support that make these programs possible!

**Destination Imagination Committee Report-Colleen Bohlman/Irina Libon**

\*After auditioning, two of our students were elected to be the faces of the upcoming tournament. They will not only be performing but also interviewing other kids and it will be streamed on the DI website.

\*DI fundraising is out in the business community.

\*Teams are leaving next Tuesday and Wednesday to TN. A profile for each team will be on the SGES website.

**Grounds – Sejla Hoareau**

\*The spring planting is completed for the KG group. We are looking for volunteers that would water plant beds three times a week.

\*2nd graders did not manage to plant their garden due to bad weather and student testing at the beginning of the planting season. A few volunteers will plant a garden next week (week of 5/18/2015) so that upon return of the students in the fall, the new 2nd graders can see the plants and understand the way Native Americans planted. A bit backwards, but still educational.

\*The funds for a new shed/storage needed as the current shed has been vandalized and the doors have been broken off. Gathering pricing info.

**Hospitality-Katherine King/Karen Manning**

\*We had our Teachers Appreciation Week Lunch on May 5th. We worked with Moe’s Southwest Grill out on Broad Street (across from Innsbrook). They were amazing-very helpful and great customer service, can’t stop raving about them. They worked with us on making this happen. Feedback seemed positive from the teachers I spoke with.

\*Next and last event for Hospitality is SOL (Sugar Over Load) Ice Cream Party for teachers after school, scheduled for June 10th.

\*As a side note (in the past we worked with Chipotle on the Teachers Appreciation event) and after numerous attempts to contact the store manager (in person and via email) with zero response back from him, we tried Moe’s. They were amazing! They worked with our budget, called me right back, they delivered the burritos, provided setup, plates and forks, and gave Moe’s bucks to use for our raffle. I can’t stop raving about them. They really helped us out and ended up being better than Chipotle. You don’t need to mention all of this because I don’t mean to speak badly about Chipotle, but I am still amazed at how good their customer service was from the store employees to their catering manager. Unfortunately you don’t see that often nowadays.

**Legislative-Diana Tittermary**

\*No report.

**Membership-** **Natasha Gamboa**

\*No report.

**Parliamentarian-Amy Foy**

\*The annual Thomas B. Fernald Scholarship awards one or more high school seniors that previously attended SGES that has made an impact through community service. The evaluation committee consisted of five individuals (Dr. Schwab, Sally Raderer, Kelly Plageman, Shannon Johnson, and Amy Foy) and we had the pleasure of reviewing 18 applicants this year. This is the highest number of applicants we have received since the commencement of the scholarship program. The applications are scored based on five criteria. The first criteria and most important is community service. The other criteria consist of quality of essay, academic performance, well-rounded student, and letter of recommendation.

\*After thoughtful review and discussion, we have decided to award the top five applicants with $1000 scholarships and an additional six with $500 scholarships. These 11 students will be invited to our end of year assembly to be recognized in front of the student body. These students will be notified this week.

\*A special thank you to our Rock-A-Thon chairs for allowing us to provide $8000 in scholarship money this year.

**Reflections- Joanne Rosel/Mary Wilson**

\*No report submitted.

**Room Parents-Justine Sherman**

\*Thank you to all of my Room Parents for their very hard work this spring….they have been very busy with Field

Day & Teacher Appreciation Week.

\*Field Day-Room Parents were in charge of getting the parent volunteers for water balloons, water cups, and

popsicles. Water cups have all been turned in and water balloons as well as popsicles will be done for the new date.

Justine will be having the room parents send out a reminder about these two jobs closer to the new Field Day date.

\*Teacher Appreciation Week-TAW was last week and seemed to go well. We tried to blend old ideas with new

ones. The classes handled the color day, the 15 min extra time lunch, snack/treat day, dinner one night for their

teacher, and cards. PTA handled the hospitality luncheon, 2 gift card drawings each morning, cakes for the teachers

on Friday, and Deluxe car wash gift cards for 56 teachers/staff on Friday as well. A big thank you to Aw Shucks as

they only charged me for the Basic car wash ($6) but gave me the Deluxe ($15), which was very generous of them.

In my schedule for the week that was sent out to classes, children were encouraged to recognize the specialty

teachers as well as they saw fit throughout the week. These teachers were included in all PTA sponsored events.

We will work next year to figure out how to recognize them better. Any other feedback is welcomed as I share this

information with next year’s coordinator.

**Scholarship Fundraiser- Kelly Plageman/Shannon Johnson**

\*The Rock-A-Thon was a HUGE success. The kids had a great time. We raised almost $12,000 for the scholarship fund. We are still waiting for a few sponsor checks to come in. We are now getting the applications and essays from the seniors applying for the scholarships. The committee will read and decide who to award the money to. We will ask those winners to speak at 5th grade graduation and we may ask them to speak at the awards ceremony.

\*We would like to thank EVERYONE for their help.

**School Store- Kelly Rapp**

\*No report submitted.

**Spirit Wear-Jenny Conklin**

\*No report submitted.

**STEM Lab/Outdoor Classroom-Maria Galbraith**

\*No report submitted.

**Welcome Committee-Deana Collier**

\*No report submitted.

**Yearbook- Christina VanEpp/Lisa DeFrank/Deborah Vuturo**

\*The yearbook has been submitted and is in production.

**Teacher Reps- Ms. Lynn/ Ms. Taylor**

\*Teacher Appreciation Week was a huge success. We raved about our treats all week.

**Time ended: 7:50 pm**

**Respectfully submitted,**

**Stephanie Estey, Secretary**

**Next Meeting:**

**General Membership Meeting**

**Thursday, May 21, 2015**

**5:45-7:45p**

**Annual Picnic/Movie Night**

**Next PTA Board Meeting is**

**Wednesday, June 3, 2015**

**6:00pm**