

**Wednesday, October 12, 2005 11:30-1:30**

## **PFS Business Meeting Minutes**

Present: Margie Ward, Traci Matysek, Stephanie Waldron, Tracey Powers, Joe Scime, Mary Goodrich, Barb Lachel, Aisha Khan, Bob Burton, Julie Misner, Janice Ciampi, Connie Desch, Stephanie Porteous, Betsy McDaniel, Sharon Herron, Stacie Burtleson.

### **Welcome and Announcements**

Minutes from 9/13/05 meeting were approved. The PFS Newsletter and meeting minutes will be posted on the Summit website under "News" on the left hand bar. A flier will be printed to state the above to inform all parents and staff.

**Guests:** Joe Scime and Mary Goodrich attended the meeting to discuss the **technology raffle**; status and feedback. Expenses have been covered and we need more sales for "profit". There have been 300 tickets sold. The Board of Directors has been challenged with selling and writing letters to prospects. The parents were challenged with finding 40 families to commit to sell six tickets. We presently have 7 on board. Mary posed the question, "What are some ways to achieve our goal?" with a suggestion response that due to the lofty price of one ticket, each class head parent facilitate the parents and teacher go in as a group to buy one ticket. A resounding question asked by a parent attending the meeting, "What is this technology raffle? Why technology? My preschool children don't benefit from technology." Jan Ciampi, Aisha Khan, Stephanie Porteous, Margie Ward, and Stephanie Waldron all spoke to technology reaching ALL grades; from Miss Ellen's class riding the magic carpet through countries utilizing the green screen, 1<sup>st</sup> & 2<sup>nd</sup> grade EFG captured on DVD, facilitating photos for teachers and parents, and integrating laptops into the classroom with wireless, researching from the internet, interactive teaching in 4<sup>th</sup>-8<sup>th</sup>.

Mary and Joe could not answer whether this will be an annual event, however stated this raffle has the lowest overhead and involvement costs than any fundraiser we have done, to date.

**President Report: Hayride:** 154 signed up, 180 is max Randall Oaks will allow for hayride...more welcome to come for bonfire and enjoy smores!

**Wish List Program:** 3 teachers have sent in lists for the wish list program. Lists will be held at front desk.

**Volunteer Celebration Party:** There will be no additional party this year; the staff has one; thank you staff.

**Teacher Appreciation Day:** May – PFS will facilitate and we are looking for ideas, volunteers and someone to head this event. Per Barb Lachel, the teachers would like a luncheon in the school, possibly the art room where there are already tables (on a day Ms. Prena has no classes).

**Policy and Procedure Binder:** The following binders are in process for the benefit of subsequent officers, committees and events. Stephanie Waldron – Financial, Betsy McDaniel – Fundraising, Margie Ward – Coordinating Time Line of Major Functions, and any assist with this activity is welcomed!!

**Technology:** TAP parents are assisting Mr. Fleener with filming, editing and producing works by our children so families can see what our school does on a daily basis. And assisting Mr. Fleener and Mr. Becker with web cam communication for our school; for meetings when someone cannot be present, practicing foreign language with children from other countries, interactive, web-based courses, and web casting.

**Treasurer Report:** Fun fair raised a net profit of \$7,600 and Gift Wrap sales are \$17,621

**Principal Report:** Barb asked for volunteers to serve on a committee to celebrate "Summit's 25<sup>th</sup> Anniversary" Please contact Barb Lachel if interested.

**Committee Reports: Parent Teacher Education: Jan Ciampi :** New committee in PFS integrating school plan for educating staff and parents in technology. Proposal: PFS to fund tuition (\$150-\$175/teacher) to take course as well as reimburse school for sub. We may have parents who volunteer/donate their time to substitute. Tracey Powers and Traci Matysek for two. There is already allocated funds per direction in the by-laws; \$500 teacher fund and \$500 parent. At this time there were no parent education classes suggested. Ideas? Please let us know! Aisha Khan has 12 -- 512 mb jump drives @\$30 each which she will discuss with Jan and Ellen for utilization.

**Art Auction:** Motion was passed to move forward with planning an art auction to raise funds for our school. Tickets to the auction will be kept to \$25/person or \$35/couple and will pay for cost of venue thereby starting the auction in "the black". The cost of the tickets will cover the venue, including appetizers and a CASH bar.

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**Fundraising:** Please forward ideas or info for Policy and Procedures Binder to Betsy McDaniel. There are so many ways to help Summit indirectly while you shop: box tops, Tyson and Campbells labels, shop-n-share, and Target (please see newsletter for information) Publishers giving discount due to Target program. A not-for-profit organization letter is available to bring/send to companies who will donate; i.e. Great America will give two tickets/yr, which we can raffle. Corporations “match” employee donations to non-profit orgs as well.

**Book Fair:** Fairy tale Theme....Books come in Nov 8<sup>th</sup> and will be set-up; doors open Nov 9<sup>th</sup> 8:30 –4pm, Nov 10<sup>th</sup> 8:30-8pm, and Nov 11<sup>th</sup> 8:30-Noon.

**Celebration Books:** Julie Misner – a dzn books to process so far, and will notify parents via email, a bulletin board will be up showing chosen books. If your child’s birthday is in summer, celebration book for Mar/Apr.

**Student Directory:** Stephanie Porteous – a thank you to Karen Swinford whose company published the directory. And thank you to all who proofed the copy as well!

**Video Library:** Stacie Burtleson – Off to a great start! Players have been initiated during lunchtime in the pre-school common areas. Educational tapes are continuing to be taped and collected; i.e. “Magic Schoolbus”. A list has been put together stating who has DVD players and who is still in need of one.

**Library Committee:** Blitz went very well...the wonderful volunteers entered over 700 books into our library!!

**Picture Day:** Report submitted by Anji Landrowski. All is set and organized!

**TAP:** Tracey Powers - Every teacher has at least one parent to call upon when in need of assistance regarding photocopying, laminating, die-cut, bulletin boards etc...Thank you to all parents who volunteer their time!

### New Business

**Ladies Lunch:** Get ready to put this on your calendars Ladies! Early December, we are working with Cheeseburger in Paradise to hold a Ladies (late) Lunch...(early dinner? About 3:30pm on a Friday), children welcome, as always...details forthcoming!

**Movie Night:** Proposed for January in the Gym. One cold icky night, spend it nice and warm with your Summit family and friends! Children appropriate rated –of course....

### Announcements

**Character Counts Assembly:** Put on by PFS...PLEASE come forward and help with ideas, writing, and acting – yes you can do this! Please see Tracey Powers - ASAP. If you cannot participate in the making...come see it...October 27<sup>th</sup> at 10am in the Gym.

**Next PFS Meeting:** November 8<sup>th</sup>, 2-3pm in the cafeteria.

**Beautification Committee:** Needs helpers for school Christmas Decorations. See Julie Runzel or Miss Judy.

**\*\*\*Amendment\*\*\* strike from minutes-have volunteers...(however if burnin’ a hole in those stockings...contact per above)**

### Meeting Adjourned