

DRAFT
Notes of the Mantua PTA
September 12, 2007
Mantua Elementary School

The president called the meeting to order at 7:05 p.m. Present at the meeting were:

Executive Board: *Bob Greene, Donna McGrath, Erin Spilman, Terry Murphy, Virginia Fisher, Mary Rollins*

School Representatives: *Jan-Marie Fernandez, Cheryl Thompson, and Tina Tingler; Janet Sottolano; Beth Boyd*

Board Members: *Donna McGrath, DeeAnn Jeremiah, Monica Cameron, Mary Jo Kavjian*

General Membership: *Jeri Gloege, Jason Gloege, Michelle Scheuerman, Amy Quigley, Jeanne Whatley, Lucille Sowah, Colleen Parker, Lori Lash, Loan Pham, Shavouna Farmerie, Jacque Heller, Trish Williams, Dave Williams, Deirdre Mayes, Kathy Phillips, Maggie Weddell, Filiz Unal, Andrea Mains*

Minutes were distributed for the June 2007 meeting electronically. Mary Jo Kavjian made a motion to adopt the minutes from the June 2007 PTA meeting. The motion was seconded and carried.

Terry Murphy made the following **Treasurer's Report:**

- For 2006-2007 fiscal year the PTA had a loss of \$10,365 which included encumbered items from the prior year for \$13,688 and \$9,000 for items on the principal's wish list.
- The budget for 2007-2008 was submitted for approval. The proposed budget has a net income of -0- but includes encumbered items for ASL gift cards (\$1,400), PC's from last year's wish list (\$6,000) and Community Care Fund (\$4,000). No budget amounts were included for the drama club or chess club as these programs do not have sponsors at this point.
- Cash balance as of 09/12/07 was \$17,672. This was after writing welcome checks to the teachers.
- The audit of last year's books noted no discrepancies but made recommendations for improved documentation for collections and disbursements and increased oversight on the PayPal account.
- Forms for reimbursement of expenses, cash receipts and the tax exempt form were distributed. Please use these forms when submitting claims or collections to

the Treasurer. Cash collections should be counted by two people - the treasurer and the member collecting the cash.

Donna McGrath made the following **Membership Report**:

- To date (June 12) 300 people had signed up and paid for membership to the PTA.

Mary Jo Kavjian (standing in for Bob Greene) made the following announcements:

- Thank you to the Mantua staff for a very successful Open House on the Thursday before school started.
- The last day of school this year (2007-2008) is scheduled for Wednesday, June 18.
- Brian Collins and Leslie Kravitz were nominated for the Robert Spillane Leadership Award this year – Congratulations to both of them!
- Marina Cronkite is leaving Mantua – she will be missed.

Mrs. Jan-Marie Fernandez made the **Principal's Report**:

- She expressed a big thank you from the Mantua staff for the wonderful Teacher's Breakfast.
- Back to School Nights are Thurs, Sept 20 for Pre-K–3 and Thurs Sept 27 for 4-6. The evenings begin at 6:30 with the opportunity to meet with specialists followed by announcements by Mrs. Fernandez and Mr. Greene. At 7:35 and 8:05, parents will have the opportunity to meet with their children's teachers.
- The 5th Grade has a field trip to WolfTrap on Wed. Sept 19th.
- Next week (week of Sept. 17) is US Constitution Week.
- The Ice Cream Social is scheduled for Monday, June 17 from 5:00 – 7:30pm.
- "Mad Science" will replace Hands on Science as the before/after school science workshop program. Information about it came out in the Tuesday Folders.
- Mantua will again offer Italian exposure to grades 3 – 6. Two 30 minute sessions each week.
- Cheryl Thompson has been inducted into the Basketball Hall of Fame for Pimlico County North Carolina – congratulations to Ms. Thompson!

Ms. Cheryl Thompson made the following announcements:

- A Drama Club Coordinator is needed.
- A Talent Show Coordinator is needed.
- BART testing was conducted this week for 4 – 6 graders. This provides important information to teachers regarding student abilities and allows them to more accurately group them.
- SOL Testing for this year has been moved back. It will now run from May 16th - through June 13.

Mrs. Tina Tingler made the following announcement:

- Leslie Kravitz, the social worker for the Deaf Program, was nominated for the Robert Spillane Leadership Award.

The following committee announcements were made:

Hospitality:

- A big thank you to all those who contributed to the Teacher's Breakfast – it was a big success.
- Having refreshments at the PTA meetings would be nice. A sign up sheet was passed around to solicit volunteers for the next meeting.

Tee Shirt Sales:

- Jacquie Heller reported that she has spoken to 2 vendors regarding prices and submitted a price proposal. Another vendor was also suggested. Jackie will follow up.
- A tee shirt logo idea was submitted and unanimously agreed to.
- Several color options will be considered this year, as opposed to the red from previous years. Also, sweatshirts will also be offered.
- A request was made to also price out baseball caps.
- Pre-orders (and payment) will be required as in previous years.

Parenting Classes:

- Erin Spilman reported that parenting classes will be scheduled in October and November. They will take place on Friday evenings, with child care and refreshments provided.

Sally Foster

- Kathy Phillips reported that Sally Foster orders are due on September 28th this year. Orders will be delivered on Nov 1, distributed to the classrooms on Nov 2 – Kathy needs volunteers to help get the orders to the classrooms – and given to parents at the Parent/Teacher conferences on Nov 5 & 6.
- Online ordering is an excellent alternative. Orders over \$60 ship free (and sooner). Mantua's Account number is 503978. Use this to make sure that Mantua gets 50% of the sale!

Old Business

None

New Business

Girl Scout Blood Drive

- Emily Pass, representing Girl Scout Troop 2276, reported that her troop will be coordinating a Blood Drive on Saturday, October 27 from 12 – 4 in the Mantua Cafeteria.
- She requested for the troop to man a booth at the Ice Cream Social, and at the Back to School Nights in order to sign up donors. Her request was approved.
- The Troop is working toward their GS Bronze Award.

Decorative “M” for space over school overhang:

- Andrea Mains announced that she and Cyndi Cliff would like to design and develop a new decoration for the Triangle section of the School over hang. She noted that the cost would be approximately \$520 and could hang in the triangle during times when the wreath decorations would not be hung. Attending PTA members expressed an interest in the idea.
- It should be noted that this item was not budgeted for and the PTA is not in a position this early in the year to pay for this

Classroom Volunteering

- There was a question about classroom volunteering and a concern that parents new to Mantua might not understand (or even see) the classroom sign up sheet.
- Mrs. Fernandez offered to alert the teachers to this potential problem
- The suggestion was made that the President could make a note of the sign up situation during his presentation at Back to School Night.
- Janet Sottolano, Andrea Mains and Monica Cameron volunteered to draft write up of some of the more common classroom volunteer positions to help educate new parents.

Lunch Funding

- Mrs. Fernandez explained that the Cafeteria is a business separate from Mantua. If a student runs out of money on his card, or forgets to bring in money/lunch, it has been the practice of the school to purchase and distribute peanut butter sandwiches, or in some cases to pay for a lunch.
- The first day a child is without funds – a lunch is purchased for them, the 2nd and following days – the child is offered a peanut butter sandwich.
- Mrs. F requested that \$200 from the Principal’s Fund be transferred to cash to be used to subsidize lunches and to purchase food.
- She also noted that parents should be aware, that if their child has a lunch purchased for him, that they can work with the cafeteria and the school to repay that lunch.
- The offer was made to put information about this in the Alert – Mrs. Fernandez was very much in favor of that idea.

Motions Carried

- Adoption of Minutes for June 2007 PTA meeting.
- Approval of the 2007 – 2008 budget.

The meeting was adjourned at 8:39 pm.

Virginia Fisher and Mary Rollins
Co-Secretaries