

FARMINGDALE PARENT TEACHER CLUB (PTC)

MEETING MINUTES (draft for approval)

August 15, 2017

6:00 pm

Brown-Reeves Residence

Attendance: Liz Brown-Reeves (presiding), Lauren Coleman, Emily Guthrie, Elizabeth Johnson, Rachel Price (recording), Michelle Stehling, Jenny Leinberger, Jamie Yates, Dawn Abraham, Kari Brewer, Christy Denney, Paulette Dove, Cassandra Gurnsey-Hopkins, Shelly Kennedy, Cori Jahns, Jennifer Nass, Rachel Schallenberg

- I. CALL TO ORDER – Liz Brown-Reeves, President, at 6:03 p.m.
- II. MINUTES – Approval of minutes from May 9, 2017 – Rachel Price, Recording Secretary
 - a. Motion to approve: 1st: J. Leinberger, 2nd: E. Guthrie. Motion carried. Minutes Approved.
 - b. May 18th minutes will be approved at the September meeting.
- III. OFFICER REPORTS
 - a. Treasurer, Elizabeth Johnson: Reviewed the financials. \$108,740.57 in assets and PTC has budgeted \$83,680.10 in expenditures for 2017-2018, with \$25,060.47 remaining.
 - i. Requested a motion to create a separate savings account for the playground flooring fund and transfer the initial \$15,000 budgeted for 2017-2018. In the future, any donations made specifically for this item would be placed in the account. 1st: E. Guthrie, 2nd: L. Coleman. Motion carried.
 - ii. All reimbursements for PTC purchases should be requested by completing the reimbursement request form (found in the Farmingdale office) and attach a receipt, which must be included. Teachers should also request reimbursement for their \$150 supply fund (aides - \$75) through this process. Reimbursement forms should be given to Elizabeth or placed in the PTC folder.
 - b. 1st Vice President, Emily Guthrie: The PTC bulletin board is complete and all supplies and paper for fliers are stocked.
 - c. 2nd Vice President, Lauren Coleman: Will be looking for new officers at the end of the year.
 - d. Corresponding Secretary, Michelle Stehling: No report.
- IV. COMMITTEE REPORTS
 - a. Open House, Michelle Stehling/Holly VanVeldhuizen: Cookies and lemonade will be provided at open house on August 18th. The PTC table will include a volunteer sign-up, give-aways, and spiritwear.
 - b. Kindergarten/New Parent Night, Lauren Coleman: The kindergarten/new parent night will be August 24th at 7:00 in the cafeteria. Fliers will be sent home to targeted families.
 - c. Summer Reading Program: Liz noted that Heidi Rhoades will send out reminders for the summer reading program forms. All participants will receive rewards with a top reader in each grade winning a trip to Chuck E. Cheese with Mr. Yates. Mr. Yates noted that he would need volunteers to accompany him.
 - d. Art Outreach: Liz reported that Angie Spann will be in charge of Art Outreach.
 - e. Room Parent, Emily Guthrie/Christine Blinn: Emily reported that teachers have sign-up sheets for open house. A room parent meeting will be held September 6th at 6:30 at Farmingdale.
 - f. Fall Fundraiser, Liz Brown-Reeves/Heather Nestler: Liz shared that the fall fundraiser will kick off on September 1st and samples will be available at open house. Students will again receive prizes, with top sales going to Chuck E. Cheese.
 - g. Monthly Staff Appreciation, Kari Brewer/Rachel Schallenberg: The budget was clarified (parent-teacher dinner vs. monthly appreciation). A breakfast is planned for Friday, August 18th.

- h. Family Fun: Christine Blinn and Jessica Podany are planning a family fun night at Bomke's.
- i. Trunk or Treat: Liz shared that Christy Denney is planning the trunk or treat for October 29th from 4:30 – 5:30 in the PPMS parking lot. Trunk hosts are needed and the possibility of a food truck was discussed.
- j. Carnival, Lauren Coleman/Michelle Stehling: The fall carnival will be held on September 30th from 11 am – 3 pm. There will be a Western theme and a costume prize. The goal is to keep ticket prices lower to serve as a more social event rather than fundraiser. Pony rides and food trucks are being planned and the committee is looking for a balloon artist. A planning/volunteer meeting will be held the 1st week of September at Corner Pub.
- k. Glow Run/5K: Linda Wolters is planning a glow run 5K for the fall.

V. OLD BUSINESS

- a. The 2017-2018 budget was distributed. Funds for playground flooring, buddy benches, and technology are included. Lauren will make a thermometer to display the playground funding.

VI. NEW BUSINESS

- a. School talent show – The idea of a school talent show was discussed.
- b. Holiday store – Liz was contacted by a holiday store to see if they could set up at school. Mr. Yates noted that this would create scheduling issues (busy time of year) and others mentioned the impact this may have on Clayville and Mini O'Beirne. PTC will let parents know about these options.
- c. 1st grade Thanksgiving costumes – need replaced – Mr. Yates or PTC will follow up with reimbursement.
- d. School supply shopping – discussed various ideas for making this easier (potentially cheaper) for parents. Will also look into having a company come in or having PTC facilitate.
- e. Additional fundraisers were discussed, including Honey Baked Ham (around Easter time), Fannie May (a one-day fundraiser that PPMS may not be doing), Papa Murphy's.
- f. Officers shared information on how to stay updated on PTC and school news. For PTC announcements via TeacherEase, provide email to Mr. Yates 24 hours in advance.

(The agenda was reorganized so Mr. Yates could leave early.)

VII. PRINCIPAL'S COMMENTS, Jamie Yates

- a. Completing technology order and the school is prepared for students to arrive next week. Considering developing a principal's advisory committee (to consult on policies, curriculum, dress code, communication, etc.). There was an additional conversation about communication from the district, school, and teachers. Mr. Yates expressed his top priorities are student safety and accessibility.

VIII. TEACHER REPRESENTATIVE, Jenny Leinberger

- a. Discussed the UIS Class Acts information and noted how thankful teachers are of monthly appreciation and all parent support.

IX. INTRODUCTIONS for all present

X. ANNOUNCEMENT: Party City donated costumes that are now available for purchase in Liz's garage.

XI. Motion to ADJOURN by D. Abraham and 2nd by E. Guthrie. Adjourned at 7:09 p.m.

Next PTC Meeting – September 12, 6:30 at Farmingdale Teacher Room