

**FOREST ELEMENTARY PTC**  
**MEETING MINUTES 10/09/2007**

Meeting called to order at 7:00 p.m.

**PRESIDENT COMMENTS (Erin Johnson):**

- Need estimate for bus bucks.
- Please remember to check your folders.

**PRICIPLE'S COMMENTS (Julie Fogarty):**

- Presented the ISATS and IMAGE results
- The new parking went into effect today. There is only parallel parking allowed on Forest Ave. The "Bus Zone" on Forest Ave. is for drop off only in the mornings and is OK to park in the afternoon. The new procedure seemed to work out OK this morning.
- Our patrols are no longer on the corners. They are only in the building. We have a new crossing guard on the corner of Forest and Fifth Avenues.
- We found volunteers for the laminating.
- The LMC will have a new flex schedule. It will be open 30 minutes before and after school which would be a nice opportunity for parents.
- Lock down drills will start this year. November 12<sup>th</sup>, students will not be in class, so the staff will have their first drill. The students will have a drill in Spring, a letter will be sent home prior to inform parents.
- Chris Wastyn is the new district's volunteer co-chair with Peg Klein.

**TREASURER COMMENTS (JoEllen Graczyk):**

- Nothing to report.

**TEACHER REPRESENTATIVE COMMENTS (Judy McManus):**

- Along with Cheryl Burke...Miss Wolfe, Mrs. Steigerwald, and Mrs. McManus have learned to use the sound board. They will also be teaching Miss Figueroa.
- Mrs. Salgado is asking if there are any room parents that would be willing to give her room parents some ideas for the room parties: shopping, coordination of games, etc...
- Will discuss the bus bucks.

**CAUCUS COMMENTS (Ron Burton/Chris Wastyn):**

- Chris went to a commission advisory meeting. She explained that they are working on a master planning process.
- A new demographer was hired to look at the trends.

**CALL TREE COMMENTS (Mary Candra):**

- No representative present.
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### MEMBERSHIP COMMENTS (Eileen O'Brien):

- List was given to Mavis and Andi for the calendar/directories.

### CULTURAL ARTS COMMENTS (Kelda Giavaras/Belinda Mueller/Elizabeth Liston):

- We've had a couple of cultural art shows: School House Rock Live and The Spirit of the Eagle.
- The next show will be Sandy Silver on Friday November 11<sup>th</sup>. She is a ventriloquist and will enforce "character counts".
- LICA teachers are requesting scripts from the actors. Websites were given to Karen Groom. She will forward these to her supervisor.
- Any pictures taken at the cultural art shows, please email them to Karen Miller.

### PROGRAM PLANNING COMMENTS (Cheryl Burke/Jolie Helgesen):

- Spooktacular is Saturday October 27<sup>th</sup> from 1-4pm. There are a ton of prizes left over from last year.
- Still need a TON of volunteers.
- Tree decorating will be November 28<sup>th</sup>. (Each school will have a set time to decorate their trees) The school will make ornaments on November 27<sup>th</sup>. The tree lighting will by November 30<sup>th</sup>.

### VOLUNTEER COORDINATOR COMMENTS (Beth Morley/Denise Burton):

- Spreadsheets were emailed to all the board members with all the volunteers. Beth received feedback from everyone regarding the spreadsheets. Everyone seems to like them!

### WAYS AND MEANS COMMENTS (Mary Schetter/Angie Stephen/Deb Kuhn/Julie Willet):

- Innisbrook fundraiser is over. There was \$12,500 in orders so the school received \$6,200. This is not as good as we did last year. Orders will be delivered the first week of November. Will need volunteers to help put them together.
- Mary was stating that parents would be willing to contribute more to the school fundraisers if they knew exactly what the money was being used for. To say that they money is used for education is pretty basic. Parents want to know exactly. It was suggested that we let the parents know what the fundraisers money paid for by putting this information in the monthly newsletter...cultural art shows, buses for field trips, etc...
- Self promotion was suggested either at the beginning of the year or at the end of the year. Make a DVD for all the families or present a continuous looping power point presentation at PIN Night to show families exactly what the PTC is all about and what our fundraisers support throughout the school year. Any volunteers interested in self promotion of the PTC, please email Erin Johnson.
- Entertainment books are being promoted now. This fundraiser ends on Monday, October 15<sup>th</sup>. For every book sold, the school earns \$10.00.

### **PUBLICITY COMMENTS (Karen Miller/Silvia LaFalce):**

- Email deadlines for the newsletter to Karen Miller by Friday, October 11<sup>th</sup>.
- Pictures for the yearbook are being reprinted because they came out so dark. Retake for the pictures are on October 17<sup>th</sup>.
- The newsletter can now be viewed online.

### **CALENDAR/DIRECTORY COMMENTS (Andi Stellberg/Mavis Asa):**

- The directories are almost done. Ron Burton volunteered to print them.
- Thank you to everyone who helped out with the Book Fair. There was almost \$6000 in sales. \$3000 in books was earned for the school: the birthday cart and teachers wish lists were able to be filled.

### **HOSPITALITY COMMENTS (Jennifer Hozian/Laura Kallio):**

- The room parent meeting was held. It seemed to go well and smooth.
- Will help more with the ELL classrooms.
- Called the cookie parents to bring a plate of goodies for the cakewalk at the Spooktacular Halloween Party.

### **MARKET DAY COMMENTS (Vicki Borgman/Kendra Kelly):**

- September: there were 68 customers. The school made \$509.78 profit.
- October: promoting \$400 in free books for the school. We need 92 customers and \$5205.00 to meet this goal.
- November: Will promote the food pantry.
- December: Will promote the cookie dough. Vicky asked if the profits from the cookie dough sales can be put toward the 3<sup>rd</sup> grade field trip. (PTC will vote)

### **SCHOOL STORE COMMENTS (Michelle Bayro):**

- Made \$100 profit so far. The school store is going well. It is open 2 days a week: Tuesday and Thursday.
- Will have a new inventory next week.

### **AUDIENCE PARTICIPATION:**

- No comments.

### **OLD BUSINESS:**

- **Teacher Grant:** The grant committee is revamping the forms. We are only presenting one grant this year which is giving the teachers a longer period of time to apply. We all agreed that Mrs. McManus will let the other teachers know that this will be coming and to start thinking about it. The deadline for the Grant application will be January 11<sup>th</sup>, 2008.

### **NEW BUSINESS:**

- Photo's hotdogs has agreed to donate 25% of their sales from anyone saying that they are from Forest School. The money that is raised will be applied to the 3<sup>rd</sup> grade field trip. A flyer will be sent home to inform families.

- Vicki Borgman made a nice resource about the PTC to have posted to the Forest School website. Please email Vicki with any suggestion or updates to be added.
- The PTC has a web page and we can post anything that we want, with approval from Ms. Fogarty. It was suggested that the minutes from the PTC meetings get posted. Anything that you want posted, send to Ms. Fogarty in a word document.

**VOTING:**

**PROFITS FROM THE MARKET DAY COOKIE DOUGH SALES IN  
DECEMBER BE APPLIED TOWARD THE 3<sup>RD</sup> GRADE FIELD TRIP.**

**Motioned by Beth Morley.**

**Second by Mary Schetter.**

**Motioned carried.**

Meeting was adjourned at 8:40 p.m.

**NEXT PTC MEETING IS 11/13/2007**

Minutes recorded by Secretary (Erin Duellman)