

Clinton Elementary PTA  
Executive Board Meeting Minutes  
August 16, 2017

**Present:**

Kimberly Bulkley, Jonelle Delk, Liz Gordon, Kelly Mortimer, Jess Murphy, Renata O'Beirne, Mary Clair Sonneman, Ambra Teague, Judy Tu, Norman Villatoro, Kali Fields Williams

**Absent:**

Andrea Beck, Ann Bodnar, Jennifer Cudmore, Jamie Ebright, Paul Gaykowski, Anne Harding, Donna Herley, Kathleen Hong, Annie Horcasitas, Maureen Jones, Jeffrey Lehman, Michael Mack, Margy Nolan, Ava Padmore, Traci Zaretska

Jonelle Delk moved and Kelly Mortimer seconded the motion to open the meeting.

Jonelle Delk moved and Jess Murphy seconded the motion to approve the June 2017 meeting minutes.

**Jess Murphy** provided the **President's** Report:

Jess welcomed the board to the new school year and thanked members of the board who assisted with the kindergarten play dates in July and August. Introductions of the new board were completed.

Jess shared that Ambra would review the Board Procedures and Forms later in the meeting; she requested that board members try to make the meetings and arrive on time.

Jess passed around a mockup of the new Clinton Guide and asked that board members send her any comments or edits as soon as possible. The board discussed options for distribution (annual vs. new families after initial distribution) as well as the ability/need for translations to assist ELL families. Jess will discuss needs with the ELL teachers.

The calendar of events for the year is not finalized but should be shortly.

The teacher breakfast will be September 1<sup>st</sup> and donations will be needed from the board. Jess will send a SignUpGenius to the group.

The fall bookfair will begin in September (unloading/set up 9/25; teacher luncheon 9/26; last sales day 10/2; pack up 10/3). Volunteers will be needed – especially during the grades 3-5 portion of back to school night.

Back to school night is 9/28.

Back to school coffee will be 9/6 immediately following drop off. Help will be needed before drop off to set up tables and after drop off to assist at the tables.

The Ice Cream Social will be 9/14 at 6pm

The first general PTA meeting will be October 5<sup>th</sup> at 7:30pm

**Ambra Teague** provided the **Vice President's** Report:

Ambra reviewed the board procedures and forms with the board members. She highlighted the importance of attendance at meetings and events. Content for the weekly digests should be submitted by Friday for inclusion in the blast for the following week. Kathleen Hong is a great resource for flyer design. Flyers should be sent to the webmaster (Norman) in PDF format – no Jpegs.

Margy Nolan will be working with Anne Harding on the courier.

Check request forms are in the mail room as well as the tax id information to present when purchasing.

Event Activity Summary forms should be completed close in time to the close of the event.

**Liz Gordon** provided the **President Emeritus** report:

Liz is the Vice President of the Presidents Council this year (cross district group of Presidents/VPs from the district schools). There will be 2 water filling stations installed in each elementary school by fall. There is a new custodial contract and the district now owns the equipment. This arrangement should benefit the schools. There will be additional recycling bins in the schools.

The rezoning efforts are still underway but not expected to make significant progress before the new superintendent is hired.

The Clinton driveway project will not be proceeding.

The Read-A-Thon will be in October and will end on Halloween. Volunteers will be needed. There will be a read-in one evening. Children will be encouraged to dress as a favorite book character for Halloween.

The Alvin Ailey Dance Company will be working with Clinton's second and third graders this year. During the program the students will take dance classes and perform the finished product.

Through the donation from a Clinton family the first grade will participate in the Sing and Learn program with Stacey Lewis this year.

**Jonelle Delk** provided the **Treasurer's** Report:

There is \$57, 745.30 in the PTA account.

The budget for this year will be sent through email and we will vote on the budget in September.

Jonelle reminded the board to register their Stop&Shop cards so that a percent of their total spend will be provided to Clinton.

This year teacher grants will be linked to the Leader in Me Program where possible.

The mailroom needs a new file cabinet and Jonelle is pricing it and will follow up.

Clinton is hosting a Parenting Center event on 12/4 a panel led by T.J. Whitaker. The panel is a follow up to a race relations event in November at Columbia High School led by Nikki Giovanni.

**Jess Murphy** provided the **Fundraising** Report on behalf of **Donna Herley** and **Jamie Ebright**:

There is a need for someone to oversee the school store. If you know anyone who would be interested please let Donna or Jamie know.

**Kali Williams** provided the **Membership** Report:

Kali is working to update the membership form. She is considering using incentive stickers and looking into Venmo as a payment option.

**Member at Large/Honorary Emeritus** Reports:

Mary Clair offered to lead the Green Team this year.

Maureen sent a report that the supply kits will be delivered soon and will be available for pick up between 4-6 on August 30<sup>th</sup>. She needs two volunteers to help with the supply kits.

Andrea sent a report that Spirit Tree will be the 4<sup>th</sup> grade Artist In Residence program. A theme will be selected this fall.

There were no Principal, ELL, PR, Special Ed, Cultural Arts, Courier, Community Events or Teacher reports

Jonelle Delk moved to close the meeting and Kelly Mortimer seconded the motion. The meeting was closed at 9:10 p.m.

Respectfully submitted,

Kimberly Bulkley