**LCS PTO Meeting Minutes**

*December 18, 2013 9-11am*

*Home of Heather Whyte-Kattas*

**Attendance:**

Zaida Harrison, Davenie Pereira, Pam Haviland, Karen Feringa, Debbie Nungester, Praichi Jain, Heather Watson Kramer, Larissa Milligan, Heather Whyte-Kattas, and Susan Gibbons

**Review of Minutes**

The minutes were reviewed. Zaida Harrison made a motion to approve the minutes. Pam Haviland seconded the motion. All voted in favor.

**Electronic Votes**

$4,500 for Teacher Language Arts Training was approved for January 2014 for LCS teachers K-5 by a vote of 1 abstention, 6 approvals and 3 disapprovals due to concern about pulling teachers from classrooms for additional training given the extent to which they have already been pulled from classrooms this school year.

During the meeting, the board discussed the continuing issue of the number of substitutions currently occurring in classes. Zaida Harrison noted that Dr. Pecoraro has been concerned about it as well.

**Financial Reports**

Pam Haviland and Karen Feringa provided a report on the month’s financial documents. Pam Haviland did get the quickbooks refund. Dr. Pecoraro did provide the hardship check. The BOE refund check came through as well. Susan Gibbons made a motion to approve the financial reports. Heather Watson Kramer seconded the motion. All voted in favor.

**Communications and Website Update**

Heather Whyte-Kattas reported that she was able to get the necessary information from Ben to access the website and took two hours to complete the calendar. This week Heather sent the November newsletter and asked Terri to post it. Heather will continue to follow up with Terri Laird. For 2014-15, the position will be reviewed to see if a back up is necessary.

**Committee Updates**

Enrichment Committee- Zaida Harrison and Davenie Periera will talk with Dr, Pecoraro about giving responsibility to the teachers for choosing programs the following year, submitting to PTO, booking the vendor upon approval, and giving the check to the vendor on the day of the event. Discussions regarding the PTO position are to email lead teachers from each grade, update spreadsheet for new calendar year, submit to PTO board for approval, and advise teacher of approvals.

Spiritwear Committee- The flyer has been distributed. Debbie is currently in possession of the car magnets. Some parents have been requesting these. The spiritwear is distributed as it arrives by Melissa Breheny.

Spring Social- Heather Watson Kramer reported that the committee is looking for a new venue but they need to secure a different date due to lack of availability. They are looking at Dolce, Somerset Hills Hotel, and Basking Ridge Country Club. It was suggested that the committee look at Saturday nights or Friday nights after 8pm.

**New Business**

*Logos*

Debbie Nungester reported that we’ve received copies of new potential logos. They will be distributed via email for vote. Janette Daniels reworked the logos.

*Camp Cromwell Status*

The status of Camp Cromwell is that the all of the principals rejected the proposal. Their reason was that it did not fit the curriculum. It will be resubmitted in May for the following year. The fifth graders still have the clap out and a trip to Morris Museum for a Civil War presentation.

*Multicultural Day*

Zaida Harrison and Davenie Periera met with Mrs. Beadle and another teacher. They scheduled Irish dancers from Westfield for February 5th. They would like the PTO to rally around Multicultural Day by facilitating crafts and stories during music time. They will need volunteers Monday-Friday to facilitate the crafts and stories. The PTO will reach out to the classroom parents describing the needs. The PTO will provide funds for the craft and food. The PTO also will deliver the food.

*Advisory Meeting Update*

Zaida Harrison and Davenie Periera reported that the agenda has centered on testing. It was reported that children were chosen for a pilot using testing from September. This pilot is a version of gifted and talented program. The MAP testing is a computerized test being administered to K-3 students. The NJ Ask is 4 days and PARC is 2 time periods of two days.

*Security*

Davenie Periera asked whether there has been an assessment of the security and whether recommendations have been made. Zaida Harrison will investigate.

*Advocacy Subcommitte of Board of Education-* The will mail a letter to ask the state for compensation for new state mandates, especially for kids with special needs.

**For discussion with Dr. Pecoraro**

The meeting was adjourned by Zaida Harrison at 11am.