**LCS PTO Meeting Minutes**

*October 16, 2013 9:45-11am*

*LCS School*

**Attendance:**

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

**Electronic Votes**

Bash the Trash- Dr.Pecoraro agreed to pay half of the cost and the PTO Board approved payment of half, $866, via an electronic vote on October 2, 2013. Larissa Milligan made the motion and Heather Whyte Kattas seconded the motion. The vote was not unanimous but passed.

General PTO meeting to be held after Parent Academy at LCS library on October 16, 2013 at 9:30am followed by Executive Committee Meeting. Davenie Pereira made the motion and Heather Whyte Kattas seconded the motion. The vote occurred on September 24, 2013, and was unanimous.

Davenie Periera motioned to approve the minutes from the 9/18 executive committee meeting.  Susan Gibbons seconded the motion.

President's Advisory meeting update was provided. Nick Markarian said that he is reviewng door access to the school buildings and the controls/security measures with the district architect.  He will present his findings to the Board once finished.  He said that the main entrance to Ridge is a priority and there is a budget approved for it.

-Sean Siet is working with the Testing Coordinator (Matt Hall), who is reviewing district test scores.  The powerpoint will be posted on the BOE website.

-The teachers ratified their contract and the Board needs to.

-Janet's Law: This is a new law that requires AEDs to be accessible at school events as of 9/2014.  Nick is trying to implement sooner.

-Nick working on implementing dyslexia training for Grade 2-5 teachers which will show them how to identify the signs of dyslexia.

-The school calendars for the next 3 years must be adopted by the end of December.

-Jillian from the BOE will work with the school nurses to develop a Food Allergy Handbook intended to be a uniform document for protocols and forms across the district.

-Kristin Wolf, the math supervisor, will be speaking on 11/21 at 9am (changed from 10/17).

-There will be no more NJASK testing in the 2014-2015 school year.  The PARC, which is an online assessment based on the Common Core and used nationally for grades 3-8, will be administered instead.  It will allow the district to see how its students compare nationally instead of just within the state.  Sean Siet is working on determining the hardware specs and bandwidth required to administer the test.   There will be a two week window in which the test must be administered.  His goal is to reduce the number of testing days and the interruption to classroom instruction.

-HVAC update - Nick speculated that we may hear back from Trenton by 11/5 if the district will receive any grants to upgrade the HVACs in the schools.

-We discussed the elementary school tour given at LCS in the spring and whether it should be provided to parents of prospective students.  Board will follow up if it can be eliminated.

The PTO General meeting was rescheduled to Wednesday, April 16.   Dave Hunscher, the Language Arts specialist, is available to speak at one of the elementary schools.  Zaida and I requested that he speak at LCS.  This is great because it isn't always easy coming up with free, informative speakers for our two general meetings.  The meeting was originally scheduled for April 3rd in the evening; however, if Mr. Hunscher were to speak, we would have to change it to a daytime meeting.  Also, there is a Parent Academy scheduled in the evening for 4/3.

**Financial Reports**

Karen Feringa reviewed the documents and offered explanation for several items. The pledge drive has brought in $21,000 not including PTO dues. PTO dues is currently $6,280. Pizza night provided a $641 profit. Directory ads came to $2685 and will break even.

A motion was made to approve financial reports by Zaida Harrison and Susan Gibbons seconded the motion. All approved.

**Communications and Website Update**

The two children whose parents didn’t want them photographed decided that they are willing to have their children photographed after the logistics of not photographing them were explained to the parents. 10 email bounce backs are still occurring.

**Fundraising**

Enrichment

The Enrichment budget is $31,000. There will not be a second evening performance of one program that then lowered the cost. The committee added Bash the Trash at the cost of ½ of the original estimate since Dr. Pecoraro is utilizing her funds to pay for the other half. The Irish dancers came in below budget. Fourth grade came back with nothing on poet resident. Bridget Jaeger will be removed from the Pocahontas process as she is working on the yearbook. Spiritwear is still being addressed. A company has been identified. Orders will be completed online through a Facebook page.

**Committee Updates**

*LCS PTO Directory Committee Distribution Update*

They are all distributed.

*Halloween Celebration*

Event isfree. Flyer was in the Friday Folder. No RSVPS were requested and there will be an email blast. Last year PTO broke the microphone and had to replace it. This year the DJ’s microphone will be used. Older kids could volunteer to lead kids in games or dances.

*Fifth grade celebration*-

A Bake sale will fund the yearbook shortfall and 11 yearbooks for teachers and administrators.

*Camp Bernie*

Camp Bernie is cancelled. The Vice President of Oak Street School provided the first notice. It was discussed that the car wash, Camp Bernie, and clap out were all cancelled. However, Student Council and the Clap Out were reinstated. Davenie and Zaida will meet with Dr. Pecoraro and share the PTO’s sentiments regarding the situation

**New Business**

**Meeting with LCS Union Representatives**

Davenie Periera and Zaida Harrison met with the union representatives, Mrs. Legvari and Mrs Stianchi. During this introductory meeting both parties shared that they were pleased to have the opportunity to work together. The representatives would like to have monthly luncheons with the PTO and a revolving door of teachers to increase communication.

**Pledge Drive Update, Thank You Notes, and Tax Deduction Letter**

Original letter without tax deduction note will go out. The deduction will be addressed separately.

The meeting was adjourned by Zaida Harrison at 11am.