

# Parent Faculty Group



*Working Together to Make a Difference*

## **Minutes: April 21st, 2009**

**Attendance:** Karin Schroeder, Holley Linehan, Barbara Heatherton, Pam Carr, Scott Dennehy, Mandi Elmore, Deanna Markey, Christine Burns, Amy Mitchell, Lisa Bradsher, Heather Clark, Joan Ostrowski, Jesse Hollister, Shelia Lane, Juliette Gavin, Cindy Bucholz, Mina Bradley, Paula Cilia

- **Approval of March Minutes & Meeting opened at 6:35 pm**
- **Budget Update /Vote (Heather Clark)**
  - Heather passed out current /future budget
  - Current Budget
    - Current have a balance of 7900.00( we have not paid yet for Playground Box or Tethers (\$638.18))
    - Open to ideas for spending balance
  - Proposed Budget
    - Discussed 2009-2010 Budget Income lines
      - Questions around Membership costs & Phonebook, questioned the need for phonebook at all, consensus was to keep it
      - Joan proposed that when we send the form out we ask for the money then and print possibly only what we get back
      - Questioned do we need advertising at all, after discussion we voted to keep advertising in the phone book
      - Lisa B said phonebook with advertising is a two person job and suggestion was to possible start reaching out to advertisers now to get the ball rolling
      - Discussed Fundraisers for next year, decided that Genevieve's is a definite, as it always is a good money maker for us.
    - Discussed 2009-2010 Budget Allocation lines
      - Most line items kept the same
      - Kept Teacher appreciation cards @50 per staff member at Staples
      - decreased Curriculum Support to \$2000.00
      - Increased Artist in Residence to \$2000.00
      - Discussion around Sound System, we will add as line item for next year
        - Mrs. Layne & Mrs. Gavin narrowed the search down to two estimates. One was 2500.00 – which was a private consultant and did not include install costs. Other was for 4800.00 from Howard Systems. PFG was happy with the Howard System proposal.
      - Fundraising Discussion – Paula
        - Discussed that we need around 9000.00 fundraising goal looking at budget
        - Last year we decided to do fundraisers, upfront in the fall. What do we want to do this Year? Discussion around spreading over the entire year again.

- Genevieve's generates about 5000.00 for us, we voted in
  - Square One Art looks good for the Spring
  - Decided we need to add another fundraiser @ around 1000.00
- Budget was approved by members
- Heather has draft of Teachers survey that will be given to staff.
- **Volunteer Program Update – Holley**
  - Holley looking to update forms
  - Need descriptions expanded for certain areas
  - Mandi suggested adding "weekly" person bucket for people who want to volunteer weekly in school
  - Suggested adding "in home projects" for projects that can be sent home for parents to work on
  - Suggested adding Videographer /Photographer
  - Teacher Appreciation Luncheon moved to June 18<sup>th</sup>
  - Need two people to cover each lunch period
  - Holley has several ideas for the luncheon..shhh they are a surprise!
  - Forms to go out after Memorial Day
- **Publicity Update from Pam Carr**

Any items that need to be in newsletter will need to be by the end of the week for submission
- **Nominations for PFG officers**

All offices are open, voting will be next meeting and Nominations were made for the following

President – Mandi Elmore  
Vice President – Scott Dennehy  
Treasurer – Amy Mitchell  
Secretary – Joan Ostrowski  
Parent @ Large – Lisa Bradsher  
Fundraising – Kim Denman / Tawny Roland  
Volunteer – Holley Lenihan/Heather Clark  
Publicity – Pam Carr
- **New Business**

Enrichment Programs

  - Ideas were Snowshoes(approx 1500.00) & Mad Science programs (different tiers depending on package), PFG liked both ideas from Staff
  - Suggestion was made that we need to advertise more what we are fundraising for and that we should state we will accept donations
  - Next Meeting is May 21<sup>st</sup>
  - Mandi & Heather won the April Baskets , full of goodies
  - Heather will do door prize for May meeting