

Parent Faculty Group



Working Together to Make a Difference

Amended - DRAFT Meeting Minutes September 16, 2008

Meeting called to order: 6:35pm

Representatives present: Crystal Buswell, Kelly Talbot, Christine Burns, Amy Mitchell, Krista Steger, Kim Bleakley, Mandi Elmore, Lisa Bradsher, Kathie Babine, Karin Schroeder, Joan Ostrowski, Muriel MacMahon, Cindy Danielson, Lori Dahl, Kim Denman, Carol Pipinias, Tracey Huppe, Tammy Thomson, Jennifer Najjar, Susan Kopecky, Bethany Constance, Tawny Rowland, Holley Lenihan, Carol LaPlante

- July 30th Meeting Minutes approved
 - Board Members introduced
 - PFG Brochures printed in B/W...saved over \$200.00
 - Teachers Appreciation Luncheon a big success. Used budget of \$300.00.
- Thank you notes to PFG posted on bulletin board. Staples gift cards given out to faculty - \$50 each.

-Committee Sign-ups: forming committees with hopes to have more involvement. Following committees proposed

- Fundraising
- Volunteer
- Grant Writing
- Publicity/Photography at events
- 5th grade activities
- Box Tops
- Swasey Clothing
- Green Bags

Mandi will take all sign-ups and contact committees after meeting.

- Box Tops

- Raised goal to get pottery wheels. Next goal is for new sound system in gym. PE and Music Dept. looking into best option. Will get info to PFG soon. Once we have that info, Carol will make a new poster/sheet for bulletin board and PFG will publicize.
- Much discussion on how to make community more aware of box tops efforts. Pam Carr will scan box top logo and put on website.

- Will publicize at Grandfriends Day in Nov. More discussion in Oct.

-Volunteer Program Update:

- Holley/Jennifer have almost all liasions in place and will get info to them this week.
- Name tags – do volunteer names need to be on them? Yes per group and Joan.
- Possible new policy of any volunteer to be alone with any child (including flashcards in hallways) will have to be fingerprinted per SAU16. Joan checking to see if this is now to be enforced and will let Holley know so she can inform volunteers.
- Pam Carr to put confidentiality form on website for all volunteers to have access to it.
- Swasey awarded Blue Ribbon award for 27th year in a row. Only 7 schools in state to achieve this honor.
- Question asked: can parents volunteer in child's class for specials: art, music, etc. Joan answered: that depends. If you volunteer for ex: library and Cindy needs you for 3 hours, you are committing to that 3 hour block, not just your child's class. So yes, if parent makes that commitment, no if they cannot.

-Publicity:

- Pam reminded entire group that she cannot put something on the website unless she's given the item to post. Has to be pre-approved by Joan. Just email her attachment.
- Will add box top info, confidentiality form, ad specs to website.

-Treasurers Update (Heather):

- Heather sent print-out for group to review. Expenditures noted for this year so far: luncheon, gift cards, memo pads, pencils.
- Joan to get info on cost of playground box that PFG will purchase this year for PE.

-Parent Programs:

- Mrs. Heatherton has a free Parent Program scheduled for October 21st.
- Group asked for ideas for year.
- Should parent programs be on same night as PFG meeting? Decision, depends on the speaker and agenda for meeting. Sometimes it will work, sometimes not.
- Community Events:
- Crystal awaiting response from IOKA re: end of December movie night. Hopefully will have answer for next meeting.
- Action Kids Athletics night would be good to do again per group. Hoping committee will take over events for year.

- Fundraising:

-Paula reviewed year's fundraisers: Genevieve, Note cards and possible Game night. All decided to table game night until later. Better to do in the winter. Looks like can happen at school b/c of hallways and lobby. More discussion at a later date.

-Phonebook:

- Lisa has almost same amount of ads as last year so far. Needs help to secure more.
 - Lisa to check on printing options or have newly formed committee to get quotes. Will check with Cheryl Scott too.
 - Group decided to publicize in newsletter. Deadline is Sept 24th. Pam Carr to do?
 - All of PFG will contact local business owners they personally know to get more ads. Noted that many people in town do not have kids at Swasey and maybe do not know about the phonebook ad space.
- Power of the Penny:
- Many teachers are excited about the prospect of this project and can tie it into the curriculum in many ways. Children will come up with ideas for a goal for money raised in 2 parts: one for them, one for the community. Then children will vote to decide on both. PFG/Teachers will work together to publicize and get info to parents. More discussion at October meeting.
 - TD Banknorth has agreed to take penny deposits quarterly for no fee. Do not have to be rolled. As times come up, school will need volunteers with trucks.

-New Business:

- Krista Steger/Jennifer Najjar will get info on green grocery bags to bring back for Oct. meeting

Bethany Constance won the gas card door prize.

Meeting Adjourned: 8:05pm