

MADISON MIDDLE SCHOOL

PTA Meeting Minutes

Sept. 10, 2008 Meeting Called to Order at 7:40 pm.

In attendance: Valerie Forshaw, Allison Karkut, Mike Curry, Lori Hayes-O'Brien, Susan Gilson, Theresa Bulan, Regina Dougherty, Karin Martel, Wendy Mezzanotte, Olga Monteiro, Randy Rosen, Kathy Garzillo, Kathy Pekera, Cindy Katske, Dodi Hesse, Jill Bohn, Gayle Lovello, Patty LaPegna, Karen Caisse, Maddie Angelo, Lisa McAndrews, Annette Lifrieri, Lauren O'Leary, Lynn Bocchino, Cory DeWeese, Teri Gerson, Patty Fitzsimmons

Secretary's Report: Motion made by Cindy Katske to dispense with reading of minutes, seconded by Jill Bohn, unanimously approved. Regina Dougherty announced two corrections on spelling of last names: on page 3 Monteiro and Rosen. Motion to accept minutes with these two corrections made by Karin Martel, seconded by Olga Monteiro, unanimously approved.

PRINCIPAL'S REPORT: Mrs. Forshaw

Thank You: Thank you for the wonderful back to school luncheon for the teachers. Food provided by Ziggy's in Fairfield was delicious. New plantings by the entrance to the school look beautiful thanks to the Beautification Committee and last years donations. Publicity committee helped new 6th Graders feel welcomed to the school with the **bulletin board of photos** of all newcomers.

School Opening: Went very smoothly. A sense of calm pervaded this years opening. 6th graders were comfortable. Buses working with just a few glitches. We will be getting some newer buses by Oct. 15. New staff has really fit it nicely.

Improvements: We are now hooked to sewers with the Reach building being done now. Sidewalks have been repaired. Wiring for faculty swipe cards has begun. Room 120 has been recaptured.

CMTs: Scores have been mailed out. Madison is no longer a "failing" school in the cohort area. We are in DRG B and we ranked very high in our DRG with wonderful growth shown in Math and Reading. New feature on last page shows your child's individual growth since last year.

Budget Impacts (Discussed here by Mrs. Forshaw as well as by Lori Hayes-O'Brien in the Presidents Report – summarized here): Intramurals and Basketball were cut. Four o'clock late bus was eliminated which also affects Madison Singers and Jazz Band. Building closed in the evenings with the exception of 2 nights per month one of which is for PTA meeting. Text Book accounts, some Professional Development and Secretaries were also affected. The Media Secretary position has been eliminated. Marcella's secretary position has been changed from 12 to 10 month position so she wasn't here during the summer. Carol Bonnazzo worked really hard over the summer to help make sure school opening went smoothly.

To help compensate for loss of intramurals, school is considering replacing them with a "club" which would end at 3:15 so the kids could take the 3:20 bus. Although it would only be 45 minutes, it would provide a physical outlet for the kids. However

to accomplish this, the Board of Ed (which meets Sept 16) and the Board of Finance (which meets on Sept 18) would need to approve it. Some of the special appropriation would also go toward the clubs at the High School which were decimated and Ch 17.

Upcoming Events: Sept. 12 our first Pep Rally 1:15 in Gym. 6th grade to wear white, 7th grade to wear gold, and 8th grade to wear blue.

Back to School Night Sept 25; Progress Reports Oct 17; Talent Show Oct 20

FACULTY REP REPORT: Allison Karkut and Mike Curry also expressed thanks for the teachers luncheon and agreed that it was a smooth opening to the school year.

TREASURER'S REPORT: Theresa Bulan went over the proposed budget and the procedures for reimbursement by the committees. A motion to approve the proposed budget was made by Kathy Pekera, seconded by Kathy Garzillo, unanimously approved.

COMMITTEE REPORTS:

Presidents Report: Lori Hayes-O'Brien and Susan Gilson

Parking: A lot of parents are not parking in spots perhaps because it's hard to back out. Drivers can't see kids behind them. Several cars were speeding possibly to beat the busses. This is posing a safety hazard to the children. Mr. Sam and Cricket the school crossing guard addressed some drivers. PTA will work on a list of helpful hints for distribution. Mrs. Forshaw reminded us that children are not to be dropped off before 7:10 am due to lack of staff in the school before then.

School Volunteer Security Check: Form to be filled out by PTA chairs, anyone who volunteers to work in the Library or who chaperones any field trips. Forms will be available at back to school night and on the website. Only one form need be filled out even if you have children at different schools.

Open Committee Chairs: Academic Excellence, Give Back Programs, Hospitality, Magazine Drive (especially need 6th grade parents to get involved), Publicity, Student Council Liaison and Wellness. A brief description of what each committee does was given and made available as a handout (see attached).

PTA COUNCIL NEEDS: reported by Cindy Katske. They are looking for one rep from each school to help with "GET OUT THE VOTE" for this and next years election. It involves attending a couple of planning meetings, getting the info back to the Madison community and working with Mrs. Forshaw on ways to tie election events into the curriculum. There will be On-Line Voting available to students sponsored by National PTA.

Pumpkin Run – PTA Council also seeking reps from each school. Each school will be assigned a responsibility for the Run.

Recent Events:

Membership/e-mail notification: Regina Dougherty reported we have 397 memberships to date and all who provided e-mail addresses have been added to the notification system.

Locker Ladders: We have sold quite a few of these this year reported Theresa Bulan for Kim Huebner.

Volunteer Coordinator: Lisa McAndrews will be consolidating and forwarding to appropriate committees. Lori Hayes O'Brien encouraged each committee to make contact with those who volunteered even if you don't need all of them. We don't want them to be ignored.

Upcoming Events:

School Photos Sept 16: Patty LaPegna and Karen Caisse - paperwork is going home tomorrow

School Apparel: Patty LaPegna and Karen Caisse – We are using a new company Custom Sportswear and new logo. 5 items will be sold. Samples should be ready for Back to School night.

Magazine Drive Oct 1-10: Wendy Mezzanotte said Posters will go up next week. Really need 6th grade parents to get involved to learn process and step up to chair this committee next year.

Academic Excellence: meeting is **Oct 3** at 9 am

Student Council Dance Oct 17: for 6 grade after school and for 7 & 8 grade at night

Career Night Oct 23: Annette Lifrieri & Lisa McAndrews are working with Lena Payne – still looking for a Pilot and a Model. A suggestion was made to invite a Chiropractor to be a presenter.

6th Grade Boys/Girls Health Nights: Wendy reported a conflict trying to synchronize the Doctors to be available the same week. She will work to resolve this.

New Business:

PTA COUNCIL Delegate vote: Candidates Valerie Forshaw, Lori Hayes-O'Brien, Susan Gilson, Karin Martel, Olga Monteiro, Kathy Garzillo were presented and unanimously approved.

Meeting Adjourned: 9:20 p.m.

Next Meeting: Nov. 5, 2008 at 7:30 p.m.

Job Descriptions for Open PTA Committee Positions

Academic Excellence: This committee meets once every other month to discuss topics related to academics at Madison. The chair, in coordination with the Principal, would be responsible for soliciting topics, providing an agenda, and lining up guest speakers.

Career Night: Responsible for working with the guidance department to coordinate the guest speakers for this October event for 8th graders as well as organize the refreshments.

Give Back Programs: The give back programs at Madison have been comprised of ink cartridge/cell phone recycling and box top collection. The large collection boxes are in the front of the school. One box is locked and is dedicated to cell phone deposits; the other large open box is for ink and toner cartridges. It is important to get the word out to parents and families. This can be done via e-mails, the website, and back to school night. The committee should stop by the school every few weeks and collect whatever is in the box, sort the cartridges, pack in mailing boxes and ship. The company gives you lists of accepted products. A check is sent to the school.

Hospitality: Hospitality is responsible for providing refreshments at various school and PTA events throughout the year. Ideally, a team for hospitality works best so you can alternate the events, etc. Extra supplies are stored in the staff room.

Magazine Drive: Work with other chairs (2) during the October Magazine Drive to coordinate all events including collecting orders, calculating orders, prizes, raffles, etc.

Publicity: The Publicity committee works with the teachers, staff and other PTA committees during school events to take photos and gather articles and submit them to the CT Post and Trumbull Times. The Publicity committee also takes photos in school and posts them on the photo board in the school entry. This is another committee where a team effort is very helpful. It's a great opportunity to be in the school during events.

Student Council Liaison: The Student Council liaison works with the Student Council Advisors on the Student Council dances (October and February) and any other programs they may need help with- which in the past have been minimal. For the dances the Liaison will typically: order and pick up the helium tank the day of the dance, organize the food donations, get parent volunteers to work the refreshment table at each dance and, for the Halloween dance, pick up the gift cards for the costume competition. In the past, the e-mail coordinator will send an email asking parents for food and beverage donations. (There is a sample email available). A confirmation email is sent a few days before the dance. Volunteers are contacted if they checked off "dances" on the Committee volunteer form on a "first come, first served" basis. There must be a committee member or members available to coordinate the day of the dances.

Sunshine: The Sunshine Committee is responsible for mailing cards throughout the year for births, weddings and sympathy. Other responsibilities include holiday gifts, appreciation gifts in the spring and year-end gifts. There is a calendar of events for the committee to follow.

TPSLD: The TPSLD (Trumbull Parents of Students with Learning Differences) chair is part of the TPSLD town-wide committee and would attend those meetings accordingly and report back to Madison PTA.

Wellness: The Wellness chair is also a part of the town-wide Wellness committee. They are responsible for coordinating events at school based on input from the committee. The chair would also report back to Madison PTA with new information regarding Wellness.