

St James PTA Minutes

Wednesday November 12, 2014

8:15 AM in the School Library

Paula Pangilinan called the meeting to order

Opening Prayer: Christian Buckman

Principal's Report: Mr. Cardone

- Mr. Cardone reported on where things stand with the Visitor Security System. It is a way to electronically document who comes into the building, what time they come and go, and has a direct link to the National Register in order to recognize sex offenders and other felons. The system has a barcode reader that scans the person's license in order to link to the National Registry. It prints badge labels for visitors to wear while at the school. It can also create key tags with a barcode for regular visitors/volunteers to the school. He researched systems from three different companies. Only one company responded to his inquiry, and they provided a discount on the equipment. Mr. Cardone wants to verify that the system can complete all of the functions needed by the school, and if that is the case, he will go ahead and purchase it. It would streamline the visitor's log and tardies, and can produce many usable reports for the office. He asked for \$5,000 in technology funds, which was approved by Christian Buckman and Liz Coscia.

President's Report: Paula Pangilinan

- **Breakfast With Santa** - Will be held Saturday, December 6 from 9-11am in the school cafeteria. Mrs. DeFazio is involved with the planning. There will be a variety of craft options, pictures with Santa and Mrs. Claus, and coffee and sweets available. We have many parent volunteers, and middle schoolers who volunteer will get Community Service Hours credited. The Secret Santa Shop will be open in the EDP Room, and the Book Fair will be open in the Lobby. Entrance to the school will be through the cafeteria only; the front doors to the school will be locked, but signs will be posted to enter through the cafeteria. Ticket prices were discussed, and PTA will recommend a maximum charge of \$20 per family, or \$5 per adult/teen, and \$2-\$3 per SJS student/child. (BWS volunteers will decide on the final pricing.)
- **Grandparents Tea** - Will be held Sunday, December 7 from 1-3pm in the school cafeteria. The kids will make invitations to give to their grandparents (or grandfriends). Tea, scones, and other light breakfast fare will be served. Secret Santa shop will be open in the EDP Room, and the Book Fair will be open in the Lobby. There should be no parents at the event, only grandparents. However, there will be a need for some parent volunteers. Again, the entrance to the school will be through

the cafeteria only; the front doors to the school will be locked, but signs will be posted to enter through the cafeteria.

- Paula asked that \$1500 be approved for Breakfast With Santa and Grandparents Tea, which was approved by Dana Franznick and Laurie Williams. Volunteers will try to secure donated food and beverage items for both events, which would make the budget much smaller.
- Mrs. Giordano was asked where the Book Fair Funds would be appropriated. The funds will go towards purchasing new Social Studies Textbooks.

Vice Presidents Report – Jeanne O'Connor and Dana Franznick

Jeanne O'Connor

- **Fall Fundraiser** - Delivery is November 12, and PTA will sort the items for pickup between 12-4pm. Jeanne is making arrangements for those who are unable to pick up during that timeframe.

Dana Franznick

- **Trunk-or-Treat Event** - The event was a huge success, and netted about \$350. Over 400 people came, providing a lot of positive feedback and generating buzz already for next year. A few adjustments will have to be made in sectioning off the parking lot in order to better adhere to fire codes. Dana plans to work on recruiting a new Chair that she can work with to take it over next year.

Recording Secretary's Report: Laurie Williams

Attendance of Executive Officers:

Paula Pangilinan – present

Jeanne O'Connor – present

Dana Franznick – present

Laurie Williams – present

Fay Eigenrauch – present

Lisa Noonan – not present

Mary Asfendis - present

October 22, 2014 Open Meeting Minutes approved by Christian Buckman and Mary Asfendis.

Used Uniform Sale - It was held on November 11 from 1-3pm, generating about \$350. We still have families dropping off their used uniforms in the office as well as during the sale, despite our requests to wait until a drop-off date. We have limited storage space, so we will wait until the beginning of January for the next drop-off date. The next sale will be Friday, January 30 from 9-11am during Parent Visitation for Catholic Schools Week. Laurie will send out a notice reminding parents to wait until the drop-off date, and to inspect what they are sending in, as we cannot sell stained, worn out, torn, personalized, or RBC items. There is also a need for smaller sizes, as well as gym shorts and sweatpants.

Corresponding Secretary Report: Fay Eigenrauch

Fay reported that a condolence card was sent to Kris Rovell, a past PTA President whose mother, Betty Rovell, passed away.

Royals: Jeanne O'Connor and Dana Franznick

- **Polar Plunge** - Will be held Sunday, January 11, 2015 in Long Branch. Plungers are welcome to gather for 9:30am Mass at St. James Church, and then gather in the cafeteria for snacks before heading to Long Branch for the Plunge. The T-shirt design has been finalized. They would like to order 125 t-shirts, provide a \$500 prize for the top-fundraising faculty member, and provide pre-event snacks in the cafeteria, so they asked for \$1500, approved by Christian Buckman and Laurie Williams. They are working on getting corporate sponsors to help defer costs, and the sponsor logos will be put on the back of the t-shirts. The kickoff to fundraise for the Polar Plunge will include an assembly to reveal which faculty members are plunging. They would also like to create a Polar Plunge event page on the Saint James Facebook page to share with local business contacts, so Liz Coscia will follow up.
- **Basketball Blowout** - Will be held Friday, January 9, 2015 at 7pm. They would like to sell Dress Down Passes again, \$5 for 1 pass, or \$10 for 3 passes. Mrs. Giordano allowed the request, but a limit of 5 dress down passes per child will be enforced. 50/50 Raffle paperwork should be filed in time for the Basketball Blowout.
- Paula will need the Royals help for Breakfast With Santa and will send them an email prior to their next meeting with her request.

PTA Tracking: Mary Asfendis

Mary has been tracking for families who are fundraising, and others who paid \$300 upfront are all caught up. Volunteers have been very consistent in showing up. Some more people have expressed interest in helping at lunch, so more volunteers may be added.

Technology: Maria Rimmele

- **Kids Stuff Books** - Maria is following up on the few books that are still out and not paid for.
- **School Directory** - Maria has given everything to Paula, and Paula plans to work on it immediately so it can be posted electronically.

Marketing/Legislative Affairs: Liz Coscia

Liz reported that St. James won the Hulafrog contest for Most Loved Preschool, so Little Rockers will be coming to perform a concert as the prize. There will be another round of voting to win the \$15,000 playground equipment prize, so we will need to keep up the push for votes. Emails will be sent to Saint James School alumni, and well as RBC parents and students to help in the voting.

Both Hulafrog and The Green have posted the information for the Read, Rock and Roll program. It is a great marketing strategy to bring families into the preschool.

PTA Meeting November 12, 2014 Attendance

Mr. William Cardone
Mrs. JoAnn Giordano
Paula Pangilinan
Jeanne O'Connor
Dana Franznick
Laurie Williams
Maria Rimmele
Liz Coscia
Mary Asfendis
Fay Eigenrauch
Christian Buckman