

Saint James School PTA Meeting  
Saint James Cafeteria  
September 12, 2018 8:15AM

Opening Prayer

Principal's Report: Mrs. Giordano

- Office Renovations – not only did the office receive a complete makeover but it was necessitated for security reasons. Now the office is completely closed to outside traffic as well as limiting the amount of people who need to be in the office. A new license swiping procedure for access into the school has been implemented – the office staff will now swipe the driver license before anyone can leave the lobby and enter into the school. There is also now a bin in the lobby for items that need to be dropped off to students during the school day.
  
- The Red Bank Police Department has officers who will come periodically at all times of the day to walk through the premises for a show of security.
- A new fence was installed across from the playground. For safety purposes, it is now higher than the previous fence.
- New roof areas were repaired
- New Science books have been purchased which are interactive with smartboards for Grades 1-5.
- New Language and Writing books have been purchased for Grades 6-8.
- The Art Room was painted and 5 new classroom projectors were purchased.
- A new Wi-Fi system has been implemented restricting students' use for security purposes along with new access points, which will be installed in the near future.
- The pre-school rooms will receive new shades in the near future.
- The building bricks will be re-pointed in the near future to prevent water leakage as well as re-caulking of the windows.
- Other future projects: Replace gym bleachers, replace gym fan system, 3<sup>rd</sup> floor tile replacement in the stairwells, new carpet (or carpet tiles) in the Tech Lab, cafeteria renovations with a possible large screen TV to be used for rainy days, especially for the younger grades.

Co-President's Report: Meghan Lupu and Tania Sarabia

- New family orientation took place in August. All new families were called personally by members of the PTA in order to build a bond with the school and answer questions, etc.

- Used uniform sale brought in \$1,423 with the new \$4/piece price increase – still a bargain compared to Flynn & O’Hara. The next sale will be in February. Drop off of uniforms will be announced.
- Family Dinner scheduled for this Thursday the 13<sup>th</sup>. This year a magic show has been scheduled in the gymnasium for 6:30pm. \$350 fee approved for payment of the magician by Liz Sutphin and Tania Sarabia.
- Back to School night is Monday, September 17<sup>th</sup>.
- Mrs. Giordano, Mrs. Golden, Meghan Lupu and Tania Sarabia will be attending the PTA conference.
- The 2018-2019 PTA Handbook was approved by Anita Esser and Molly Cimini. It lists the new officers for this school year. It reflects that pre-school only families now pay a \$100 PTA fee. The rest of the handbook remained the same.

#### Co-Vice President’s Report: Deanna Ryan and Liz Sutphin

- Details for Cos Bar hosting the Mother’s Club meeting and cocktail event are still being discussed.

#### Treasurer’s Report: Jennifer Schimpf

- The PTA raised approximately \$70,000 last year.
- New payment / reimbursement forms are available in the office.

#### Recording Secretary’s Report: Anita Esser

- Meeting notes from May were approved by Meghan Lupu and Dana Franznick.
- Attendance sheet was passed around.

#### Corresponding Secretary’s Report: Marisa Saliga

- Corresponding Secretary duties will be to send condolence cards, flowers, thank you notes and tax credit letters for donations.

#### Marketing Report: Molly Cimini

- Facebook is up and running and Instagram is being set up.
- Trunk or Treat is scheduled for October 27<sup>th</sup>.
- The school lobby will also be decorated for the students for Halloween.
- \$400 budget was approved by Jolene Suth and Meghan Lupu.

Hospitality Committee Report: Alina Fotache

- Hospitality has taken over Bagel Days – an option is being offered to pay all at once.
- \$300 budget was approved by Laura Shroba and Jolene Suth for Bagel Day.

Technology Report: Susan Marino

- Eblasts will remain the same format as last year.
- Progressive Raffle will start slightly earlier this year on October 29<sup>th</sup>

Spirituality Report: Danielle Robbins and Meghan for Jennifer Marlin

- Student volunteers will be needed to help with Box Tops.
- Ronald MacDonald house scheduled for October 16<sup>th</sup>
- Cartridge collection has been phased out.
- Pre-K through Grade 3 will be visiting the convent at Christmas time and Mother's Day with crafts and songs.

PTA Family Commitment: Gina Rahim

- A new payment system through FACTS has been implemented.
- Progressive Raffle and Polar Plunge will finish by the end of January so the balance of the year can focus on unpaid family commitments and collections.
- Kidstuff books will be sent home on September 17<sup>th</sup>.

SJAA Report: Laura Shroba

- Mini golf event, golf outing and Fall Social (Oktoberfest) are scheduled Oct 4-5.

Royals Report: Liz Sutphin for Travis Sutphin

- Royals are a volunteer group of fathers and grandfathers.
- Volunteers are needed to help with clean up after the Family Dinner and Trunk or Treat.
- Check the website tab and/or calendar for scheduled meetings.

Fundraising & Special Events: Dana Franznik, Ali Farro, Allie Morrison, Bridget Manfredi, Stephanie Christiano

- \$1,000 budget was approved for Ladies' Night Out & Sweetheart Dance by Tania Sarabina and Jolene Suth.
- Liz and Travis Sutphin volunteered to chair Breakfast with Santa, which is scheduled for December 1<sup>st</sup>.

- The Book Fair will be held the week of November 26<sup>th</sup>

Open Discussion:

- Vineyard Vines shirt sale is in progress. Have to meet a minimum order by September 25<sup>th</sup>.

**Next Meeting scheduled for October 17, 2018 - 8:15AM**

**Attendance**

Mrs. Giordano	Principal
Mrs. Golden	Vice-Principal
Meghan Lupu	Co-President
Tania Sarabia	Co-President
Deanna Ryan	Co-Vice President
Liz Sutphin	Co-Vice President
Anita Esser	Recording Secretary
Marisa Saliga	Corresponding Secretary
Jennifer Schimpf	Treasurer
Danielle Robbins	Spirituality/Care Steps
Molly Cimini	Legislative/Publicity
Alina Fotache	Hospitality
Susan Marino	Technology
Gina Rahim	PFE
Laura Shroba	SJAA
Ali Farro	Special Events/Fundraising
Dana Franznick	Special Events/Fundraising
Bridget Manfredi	Special Events/Fundraising
Allie Morrison	Special Events/Fundraising
Stephanie Christiano	Special Events/Fundraising
Jolene Suth	Parent
Jeannine Malara	Parent
Jennifer Heaton	Parent
Cinthya Lopez	Parent
Sandy Hage	Parent
Daniella Dalia	Parent