

Royalview Elementary PTA  
Meeting Minutes - October 6, 2016

**OPENING** (Laura Kramer):

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The meeting was called to order at 6:33P.M.

**President's Comments** (Laura Kramer):

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- A general sign-up sheet was distributed for volunteers at multiple events.
- The Lost and Found items are continually a problem with the amount of items with no names on the items, in particular the jackets. This time of year many students go to recess with a jacket and leave it outside and with such a large amount of students, it is too difficult to identify which jacket belongs to each student (100+ jackets). If anyone has any ideas on how to better improve this situation, please send in suggestions. If names are on the clothes, they are delivered back to the students. Some days Ms. Cantwell does make an announcement after recess to have the students pick up their jackets; however this can't be done every day. It was suggested to have each teacher send a note home to the parents to remind them to be sure the coats are marked with names and to have pictures available of the nice ones to share if lost.
- An updated calendar of events was distributed with a few revised dates for the parents.

**APPROVAL OF MINUTES:**

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September meeting minutes were approved by: Sherry & Joyce.

**TREASURER'S REPORT** (Kristen Morbeto):

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- September Checking balance \$14,221.63. An invoice/Expense report was shared for July through October.

**VICE PRESIDENT'S REPORT** (Carol Bard):

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- The following Thank You notes were received for the PTA: Miss Zappola's 4<sup>th</sup> grade class for playground balls, 2<sup>nd</sup> Grade Teachers for recess balls, PBIS Team for recess balls, Stancomb gift card, Mrs. Christner family for a visa gift.

**LCC DELEGATE REPORT** (Laura Kramer):

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- The next LCC meeting is Oct 13<sup>th</sup>. This is a meet the candidate night for the Mentor School Board instead of a regular bus.meeting.

**SCHOOL BOARD REPORT** (Coletta Hirsch):

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- There is not a lot of new things going on due to being the beginning of the year. If anyone would like to attend, you are more than welcome. Please know that if you would like to speak, you must first inform them ahead of time so you can be placed on the agenda prior to the meeting. You will only be allowed 3-5 minutes to speak.

**PRINCIPALS REPORT** (Ms. Cantwell and Mr. Bender):

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- First Royalview ROCKS assembly on 9/30.
- New banners were displayed throughout the school (main hall, 4<sup>th</sup> & 5<sup>th</sup> grade hall and gym). Each teacher has a class matrix of expectations for all areas as well as classroom expectations signs. The students are very excited about learning these expectations.
- 1<sup>st</sup> round of MAP testing is almost complete.
- 2 great and well attended open houses last week. These used to be done over a 3 day period and they were reduced over 2 nights and no complaints regarding parking.
- PTA was thanked for the Chrome book cart purchased from last year, which is on order and arriving this year.
- PTA was thanked for bringing in the Boosterthon fundraiser which the kids are extremely excited about.

**TEACHER REP REPORTS** (Kg, 1<sup>st</sup>, 2<sup>nd</sup>, 3<sup>rd</sup>, 4<sup>th</sup>, 5<sup>th</sup>):

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- KG: Finished the Care A and MAP fall. This will be reviewed over conferences with the parents. Doing fall lessons with leaf projects (i.e. apples and pumpkins, etc.) Excited about Halloween party on 10/28 and the Fun Run.
- 1<sup>st</sup>: Kids are very excited for the Fun Run and the prizes that come daily. Finished MAP testing and using the data to drive the instruction and use it to help pinpoint where the kids need help. Received a new program for running record which will be ran digitally.
- 2<sup>nd</sup>: Kids are very excited about the Fun Run and love the rewards. They are doing crazy hat day, pajama day, popcorn parties, etc. Danielle Kline is coming in from the YMCA to do kindness and respect lessons with the 2<sup>nd</sup> grade. She will come every Tuesday for 5 weeks. This program is highly recommended for the other grades. Getting ready for conferences. The end of the 9<sup>th</sup> week grading period ends 10/13. Had a great turn out for open house. Encouraged families at the open house to have reading visitors to come and read to the classroom. A background check is not needed if they are working in the classroom with a staff member (it is only needed if working separately with the students). MAP testing is complete.
- 3<sup>rd</sup>: Finished MAP testing and working on completing DIBELS testing. Extended a thank you for all the families that attended the open house. Working with rocks and soil right now and doing a lot of hands on science experiences. Working in math on adding and subtracting with regrouping which can be a little tricky, so please practice with the basic math facts at home because the process is being understood yet there are small basic math errors. Kids are excited for the Fun Run.
- 4<sup>th</sup>: Piloting a new Social Studies program which was initially going to be a couple of teachers and has expanded to the entire team. The books have arrived and the teachers will be going through the resources. The teachers are excited to have new material directly connected to the state standards. Kids are excited about the Fun Run and happy to still be able to collect donations. A couple of classes are making "multiples books" to share them with the Kindergarten class, this is a great team building project. Working on scientific methods. Any experiences that you can do at home related to science would be great.

- Special Ed: This is a very diverse group whereas some are finish up MAP testing and others are working on DIBELS testing. Enjoying mainstreaming which has been a great heartwarming experience for everyone.
- Music: 5<sup>th</sup> grade just started band and will be going on a field trip to see the Cleveland Orchestra in November. 4<sup>th</sup> grade is getting ready for the "Positive the Musical" program on October 26<sup>th</sup>. 3<sup>rd</sup> grade is getting ready for their Christmas program. 2<sup>nd</sup> grade is doing a composer study on Danny Elfman. 1<sup>st</sup> grade is working with rhythm. Kindergarten is doing a cool musical contrast unit with orchestral works using Halloween sounds.

## **CHAIRPERSON'S REPORT'S**

- **MEMBERSHIP** (Joyce Keough): 323 PTA members; of which 51 are faculty members. Last year there were 324 members of which 29 were faculty members. The numbers are very similar.
- **SPIRIT WEAR** (Laura Kramer): YTD sales: \$1,497. Sold \$1,000 during the 2 day open house; \$620 on the 1<sup>st</sup> night. Many items are out of stock and will be rectified in the near future.
- **PTA Room Parent** (Kristen Morbeto): Letters were just placed in the teacher mail boxes to send home to the parents regarding whose name was randomly chosen to be the room parent. If there was only 1 request, they were chosen. Some of the classes had multiple requests, and those names will be shared with the teachers in case they would like to involve them in other parties/activities.
- **FUN RUN** (Kristen Morbeto): This has been an amazingly successful fundraiser.
  - The goal was initially set at \$10,000 which was met within 5 days therefore it was bumped up to \$20,000 and was met on the initial Fun Run date. The goal was then reset at \$22,000 and we are currently at 87%: \$21,750 which is total profit. Of this amount 30.9% was from parents and 69.1% was from others (i.e. relatives, business companies matching, friends of families, etc.). The Boosterthon company reviews demographics, free and reduced lunch percentages, previous fundraiser amounts, and determines a reasonable goal that the school can reach which was initially set at \$22,000 and the PTA decreased that goal to \$10,000. It appears that the analysis the company does for the school/area is quite accurate considering we are almost at their initial goal. The total pledge amount of \$21,750 is hoped that that will be the equal to the actual collected money after the Fun Run. The company will send email generated reminders. There will be a collection envelope sent home as well. It is thought that doing fundraiser programs on your own with 100% profit and not paying a company to do a fundraiser is beneficial; however this has shown that a lot more can be accomplished with a professional company conducting the fundraiser. The company had a very high energy and fun Pep Rally for the students. The company indicated that based on statistics the students that upload the videos bring in approximately \$90 more than other students. Kristen will follow up with the company to determine how/or if the money is collectible for pledges per run if a student is absent that day. 30-35 is the average amount of laps. The 1<sup>st</sup> payment due date is 10/13.
  - This has been a very helpful fundraiser to get more community involvement other than just the parents. 71% of the students have registered for the Boosterthon and received their prize bracelets. 56% of the students have placed their pledges. Even if the kids did not register they will be able to participate in the Fun Run.
  - Volunteers are needed to help cheer on the students, hand out water and mark off shirts please sign up. A sign up sheet was distributed and are also available online and on Facebook. All volunteers were instructed not to come into the school main office, they should go directly to the back behind the playground area for the PTA to check them in. The T-Shirts will be distributed the day of the run, to prevent students from forgetting their shirts at home. The T-Shirts cost approximately \$3,000 which was paid for by local business sponsors. The sponsoring businesses have their logo's on the back of the shirts; however there were additional sponsors who donated after the T-Shirt graphics were complete. If it rains on 10/10 there is a plan to do the Fun Run in the gym which will be much tighter on space and no parent volunteers will be needed. The teachers have been very tolerant and were thanked for allowing the PTA to come into the classes to deliver prizes often.
  - Cold lunches (peanut butter and jelly or muffin fun lunch) will be done the day of the Fun Run due to lack of resources in the cafeteria as well as students needing to eat in their classrooms. Students may also choose to pack their own lunch. Ms. Cantwell will email this notification out to the parents.
  - The top classes in order: Miss Berell, Mrs. Tompkins, Mrs. Vosicky
    - 1<sup>st</sup> & 2<sup>nd</sup> of the top classes per grade: G 1: Mrs. Zappola, Mrs. Reutter, Mrs. Sens; G 2: Mrs. Floran, Mrs. Heckman, G 3: Mrs. Muraco, Mrs. Parsons; G 4: Mrs. Peters, Mrs. Zenz; G 5: Mrs. Geiger, Mrs. VonSeggen
  - One Million Strong Program: Once a classroom gets to 30 per lap the company donates 3 meals to local families. We are at 63 meals as a school.
  - They have also been tracking how many states and countries have submitted pledges: there are 34 states and 3 different countries with pledges to Royalview.
  - Progress maps and totals are posted in the cafeteria for the students to see every day.
    - Rewards: Ms. Cantwell will be camping out on the roof for a day and they are working out dates for this. Mr. Bender will be duct taped to the cafeteria wall by each top class on October 13<sup>th</sup>. All classes will be able to parade through the cafeteria to see him up on the wall. 6 Staff members have volunteered to take a pie in the face. The top 12 students will be able to participate in this event. Skipper from the Lake County Captains will be on site from 10:30 – 12:00 during the Fun Run. Since this does not include the times for the grades in the last run; Skipper will be asked to visit some of those classrooms. The Lake County Captains is also donating tickets to give away.
    - Teacher Incentives: There was also a raffle done frequently for the teachers participating and encouraging which they were able to win a gift cards from the "Money Wall".

- This Boosterthon company is out of Atlanta. Royalview is the first school in the Northeast Ohio area to participate. It is hoped to be a bigger event at other schools in the Cleveland area. A PTA member volunteered to contact the News Herald and WKYC to get a press release and to help market this fundraiser for the school and Boosterthon.
- HOLIDAY EXTRAVAGANZA (Cathy Naro): 5 or 6 additional vendors are needed, in particular a dog/cat treat vendor is highly requested. Vendors will be contacted via phone instead of email if they have not responded to emails to confirm their tables. Looking into confirming that the 5<sup>th</sup> grade still wants to do a bake sale to earn money for their challenge. North High School volunteers have been contacted. Volunteer sign-ups will go home with students at the end of October. Santa will be available at 4:30. Confirmation of the Santa Photos must be confirmed with Michelle DiCello.

#### **WAYS & MEANS**

- POPCORN (Amanda Mitchell): Sep: 316 bags prepaid (233 orders and \$116.50 in same day sales, which is a record of same day orders). \$22.91 spent on supplies and a profit of \$74.15. October popcorn day is Oct 21<sup>st</sup>.
- SCHOOLa (Laura Kramer): Up to \$160.91.
- MARCO'S PIZZA NIGHT - SEPTEMBER (Laura Kramer): 145 orders, 88 online and 57 were phone in orders. Donation amount was \$556.30. Classroom Pizza Party Winners: Mrs. Jensen and Mrs. Zenz. These parties will be coordinated with Marco's. October Marco Pizza Box Nights are Oct 25<sup>th</sup> & 26<sup>th</sup>. Boxes have been delivered to the teachers and will be decorated by the kids and returned by October 19<sup>th</sup>. The parents will receive the students decorated boxes when they order on those dates (no matter the size of the actual order). This was very successful last year profiting over \$1,300. Teachers were reminded to place the students first and last name along with the teacher name on the box with a sharpie (labels did not work last year). Keep the boxes in alphabetic order and do not fold them, leave them flat for storage.
- FUNDRAISING UPDATE (Laura Kramer): Final fundraising numbers will not be given until after the Fun Run is complete. The checking and savings accounts were reviewed and the board decided to spend approximately \$15,000 on a Chrome book cart (for last year) as well as the playground balls. There is still some additional money and ideas are being looked at as to what can be spent elsewhere (i.e. Library or large gym, etc.). The Boosterthon money will provide the ability to purchase yet another Chrome book cart.

#### **NEW BUSINESS**

- KIDS STUFF COUPON BOOK (Kristen Morbeto): This book sale was done last year by sending a book home with every student, and parents returning money for the purchased books or returning the books. Due to this fundraiser being so near to the Boosterthon and so much emphasis on the Fun Run, it was decided not to send the books home as it may make parents feel pressured into another fundraiser. The coupon books are viewed as a "service" instead of a "fundraiser"; however it is not believed that many parents see any difference. Due to so many parents liking these books, it was decided to send a brochure home instead so parents who want the books will still have the opportunity to purchase them. This brochure will be sent home Nov 1<sup>st</sup> and returned by 11/15.
- MAKING MEMORIES GRADE LEVEL GRANT (Laura Kramer): The board decided to offer \$250 grand per grade level for grades K-4 to host some type of "Making Memories" event to involve the families (i.e. ice cream social, muffins with moms, etc.). The 5<sup>th</sup> grade was excluded due to having so many other opportunities given to them and this allows a chance for all grades to be recognized and feel special. Each grade level teacher rep needs to complete a form to submit to the PTA, the form has all the stipulations listed on it.

#### **UPCOMING EVENTS:**

- ROADRUNNER DASH FUN RUN: Oct 10 (9:30-10:30 G 4-5, 10:30 – 11:30 G 1-3, 11:20 – 12:30 G K-2)
- PRINCIPLE FUN RUN CHALLENGE: Faculty Pie in the Face (Oct 11), Duct Tape Mr. Bender (Oct 13)
- MUSIC PROGRAM PROP WORKSHOP: Oct 12 – This is cancelled due to Mrs. Swafeld making all the necessary props already. Additional help will be needed throughout the year for other events.
- HEARING TESTS: Oct 19 in the library 9:00-2:15. 4-5 Volunteers are needed to retrieve the classes, record the screening results and direct students in/out of the library. A volunteer sign-up was distributed.
- MOBILE DENTIST VISIT: Oct 19<sup>th</sup> 9:00 – 2:30 and Oct 20<sup>th</sup> ½ day. A volunteer sign-up sheet was distributed.
- PICTURE RE-TAKES: Oct 25
- MARCO'S PIZZA BOX NIGHT: Oct 25 & 26
- CONFERENCES: Oct 27
- HALLOWEEN PARTIES: Oct 28
- ELECTION DAY BAKE SALE: Nov 8

#### **ANNOUNCEMENTS:**

- No School Oct 14 – NEOEA DAY
- Next PTA meeting is Nov 3 at 6:30
- Meeting Raffle Winner for Dave & Busters: Carol Bard
- Membership Drive Raffle Winners:
  - Grand Prize Raffle Winners (will select a card in order of name drawn): Sandy & Joseph-Zigman, Courtney & Mark Zapolla, Lisa Winik, Dawn & Andrew Bank
    - Family Pool Pass to Willowick Pools; Family Cleveland Zoo Membership; Family Science Center Membership; Parents Night Out Gift Card (Dinner & Movie):
  - Faculty Prize Raffle Winners (will select a card in order of name drawn): Mrs. Reutter, Barb Zenz, Lucy Picciano, Alyssa Zappola (\$25 Starbucks, \$25 Outback, \$25 Lowes, \$25 TJ Maxx)
  - 2 CPs Coins: Joyce Keough & Pete Engel

Respectfully Submitted By:  
Leslie Lynch,  
Recording Seretary

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