Kenwood Elementary School
"Help Us Grow"
HUG-PTA
General Membership Meeting Minutes
Wednesday, November 5, 2014
6:30 p.m.

DRAFT

Attendees:

Tracey Brown	**Veronica Hartley**	**Danielle Maliszewski**
Kimmi Carlesimo	**Kristine Hiott**	**Erin Michalak**
Caroline Dylewski	**Molly Hollingsworth**	**Allison Plaxton**
Christina Engel	**Jen Imm**	**Amy Rice**
Shannon Gougeon	**Lori Karam**	**Laura Wilson**
Angela Hamilton	**Melissa Kolf**	**Cindy Wyckoff**
		Alyssa

1. Welcome

2. Approval of Meeting Minutes

   - October 2014 Meeting Minutes
     - Motion by Laura Wilson made to approve October 2014 Minutes.
     - Motion seconded by Erin Michalak.
     - Minutes approved, as written.

3. Principal's Report (Dr. Ken Schofield not in attendance)

4. Teacher Liaison's Report (Erin Michalak)

   - Parent-Teacher Conferences
     - All parents highly encouraged to attend.
     - Teachers are really flexible with schedules to accommodate parents.
     - Book Fair will be open during parent-teacher conferences.

   - Report Cards
     - Report cards will be sent home with students on Monday, November 10th.

5. School Board Liaison's Report (Linda Grossman)

   - Linda Grossman at a conference and not in attendance this evening.

   - Kimmi Carlesimo, School Board Member-Elect, in attendance.

   - Last Board meeting had many presentations, including one regarding Eureka Math.

- *Attendee Comment:* Congratulations to Kimmi Carlesimo on being elected to School Board.

6. Treasurer's Report (Danielle Maliszewski)

- October 2014 Treasurer's Report
    - Art to Remember Check
        - Reference to check not cashed made again this month.
        - Ruth Kanous to cash check.
    - Fun Run great success
        - Thanks again to Kimmi Carlesimo and Claire Prost for a great, profitable event.
    - Hungry Howie's Fundraiser
        - A 50% profit margin made on this new fundraiser.
    - *Attendee Comment:* Fundraisers should be more spread out.
    - Motion made by Shannon Gougeon to approve the October 2014 Treasurer's Report.
    - Seconded by Kristine Hiott.
    - Report approved, as written.

- 2014-15 Budget Amendment
    - Fun Run Expenses Increase
        - No classroom reached 100% participation.
        - Teachers and Head Room Parents donated in order for every classroom to have a pizza party.
        - Frog costume cost was $90.
        - Motion made by Allison Plaxton to approve increase in budgeted Fun Run expenses.
        - Seconded by Shannon Gougeon.
        - Fun Run Expenses Increase approved, as requested.
    - Safety Expenses Increase
        - Increase in budgeted expenses for 5th Grade Safety Guards requested for rain ponchos.
        - Motion made by Erin Michalak to approve increase in budgeted Safety expenses.
        - Seconded by Kimmi Carlesimo.
        - Safety Expenses Increase approved, as requested.

7. President's Report (Laura Wilson)

- Fun Run (October)
    - Fun Run actual profit was $4,800 ($3,000 was budgeted).

- Christmas in Clawson Craft Show (November 8)
  - Set-Up Assistance
    - Volunteers needed to set up on Friday, November 7 beginning at 4:00 p.m.
    - 30 to 60 minute time slots to accommodate busy schedules.
  - Baked Goods Needed
    - Deliver baked goods for the bake sale to Kenwood Elementary office on Friday, November 7 or to Clawson High School by 9:00 a.m. on Saturday, November 8 (day of event).

- Book Fair (November 10-15)
  - More volunteers are needed.

- Movie Night (November 15)
  - Book Fair will be open while movie is shown.
  - Laura Wilson to speak with Mr. Garrity or Mr. Provost regarding projector.

- Mojave Cantina Restaurant Fundraiser on Hold

- NO December PTA Meeting

- Holiday Shoppe
  - The Holiday Shoppe will return again this year.
  - Volunteers needed for set-up, student shopping and break-down.
  - Set-Up: December 5
  - Student Shopping: December 9 and 10
  - Student Shopping Make-Up: December 11

- Holiday Classroom Parties
  - Classroom Parties will be held on Friday, December 19 at 2:00 p.m.
  - Reminder that NO homemade treats (i.e., baked goods) can be sent/brought in for parties due to allergies.

8. Committee Reports / Volunteer Opportunities (Laura Wilson/Committee Leaders)

- Scrip (www.shopwithscrip.com) (Tracey Brown)
  - Only $22 profit from last Scrip order with only 3 families placing orders.
  - Another order being placed on Monday, November 10.
  - Reminder that this gift card program provides a percentage of profit to Kenwood for gift cards purchased through Scrip.
  - There is no extra cost to parents.
  - Gift cards are ordered on Monday and delivered by Friday.
    - Parents can pick up large orders from the office rather than having students bring them home.
    - Some gift cards can be printed from the Scrip website.
  - Gift cards can be used for Black Friday shopping.

- Campbell Soup Labels (Caroline Dylewski)
  - Campbell's Soup is changing their program.
  - Instead of just product rewards, they are giving schools Visa gift cards.
  - A submission is being sent in next week.

- Art to Remember (Danielle Maliszewski)
  - Schalm does their Art to Remember before Christmas.
  - General membership discussion and agreement to save Kenwood's until just before Mother's Day.

- Kenwood T-Shirts (Kimmi Carlesimo)
  - Order forms going home next week; Orders due December 1, 2014
  - General membership discussion and agreement on two logos to choose from:
    - "Kenwood Elementary" with "established" date; and
    - New frog logo with "Kenwood Elementary."
  - Zip-up hoodie will be available with small logo on chest.
  - Colors this order will be forest green, black and grey.
  - *Attendee Comment:* When your student(s) outgrow their Kenwood "wearables," send them to the office. The office hands them out to kids who need "replacement" shirts or to those who are in need. Note that the office also takes clothing donations, in general – especially coats, hats, etc.

- Enrichment Program
  - October program welcomed the Clawson Fire Department for an assembly on fire safety.
  - Attempting to get a grant for one of the assemblies.
  - Follow-up to be made with Committee Leaders for future programs.

- Green School (Danielle Maliszewski)
  - Jerry Maliszewski leading Green School effort this year.
  - Crayola Marker Recycling
    - More information will be sent home soon regarding this new effort where old markers are sent in and recycled into fuel.
  - Shredded Paper Art Project
    - A project was completed by students in art class using shredded paper.
  - Repurposed T-Shirts
    - Christina Engel made drawstring book bags for Mrs. Karam's students using recycled shirts (brought in by students or donated).
      - Christina happy to continue this effort
      - *Attendee Comment:* Sarah Provost sews; Check with her to see if she is interested in helping.
  - Clothing Donations to Kenwood Office
    - Remember to bring in gently worn clothing for the office to pass on to those who need.

- Fifth Grade Jr. Optimist Club December Fundraiser
    - Table Top Christmas Trees Tin Can Raffle
        - Table top trees will be decorated, placed in the cafeteria and students will hold a tin can raffle.
            - Raffle tickets sold at lunch time ($1 each).
            - Kids will drop ticket into tin can next to the tree the like.
            - Raffle winners will take tree home.
        - Donations will be accepted for miniature ornaments and other trimming.
        - Half of money raised from raffle will be donated to a charity.

9. Membership (Cindy Wyckoff)
    - Status of 2014-15 Memberships
        - 2 New Members in October!
    - Families and staff always welcome join us!!

10. Next Meeting – Wednesday, January 7th at 6:30 p.m.