**PTA Meeting Minutes**

**September 24, 2015**

PTA officers present: Christina Battaglia, Maria Stefanov, Lori Unice & Carol Rossetti

Meeting called to order: 7:05 pm

Approval of minutes – no minutes received from previous secretary from last meeting.

Treasurer Report and Budgets – Maria Stefanov

 Had to amend budget to $2,982.98. Christina motioned to approve and Bethany Barton seconded. Motion was passed.

 Treasurer to committee chairs – stick to budgets. Let treasurer know if you need more money and keep receipts so you can turn them in.

Correspondence – None

Executive Committee Reports:

 Cristina read the audit report prepared by Deb Asher. All receipts turned in. Everything in order. Disbursements/expenses in order. Amounts/invoices in order. Bank statement – 3 reconciling items totaling $4,390.43.

 Motion of expenses from vendors needed to be accounted for made by Julie Smith and Annie Werzyn seconded. Motion was passed.

2nd VP – Principal Giehll

 Thanked everyone for warm welcome to Hoover School. Federal guidelines updated the Wellness Policy. No edible treats on birthdays. Suggested a book in child(s) honor be donated to library. School Parties should consist of fruit/pretzels/water/fruit juice/milk. Nothing with the first ingredient as sugar. Cristina commented always fruit items at parties.

 Principal said clearances have been extended up to 5 years. State legislative approved. FBI/finger printing – waived via affidavit if you have lived in PA for past 5 years. Clearances needed if you have contact with students. Ex: field trips. No clearance but signed affirmation form (available at office) is needed if you are a casual volunteer. Ex: homeroom parties. Cristina mentioned Mrs. Wetzel is checking clearances are up to date on regular volunteers at school.

 Updated report card presentation available on school website. Grading system is consistent for every grade and includes grading for encore classes. 4 = master and 1 = beginning to show understanding.

Historian – Lori Unice

 Has blue folders for PTA activities if anyone needs them. Blue folders breakdown what activity consists of for the volunteer.

 Holiday Shop – volunteers are needed to set up the day before, during both days of the event and to clean up. Remaining items at the shop are boxed up and returned to Penguin Patch vendor. Need to confirm location for Holiday Shop due to extended day program.

Apparel Sale – Shannon Harpst

 Order form is still online. Couple weeks to turn around. Pick up apparel orders at school.

Read A Thon – Paulie Green

 Starts September 25th. Biggest fundraiser for school/PTA. Requested e-blast be sent out to remind parents of the event.

Holiday/Birthday Parties – Carol Rossetti

 Suggested donation of book in honor of students birthday be made instead of bringing in treats. Compiling list of Homeroom Coordinatiors and volunteers for classroom parties.

Fall Family Night recap –

Jessica Quinn Horgan unable to attend meeting. Christina mentioned came under budget by $118. Lots of changes with event and set up. Great night and Jessica did an exceptional job.

New Business – Cristina said there was none.

 Mentioned that Book Fair, Holiday Shop and Hoover 5K were also big fundraisers for PTA.

 Corporate rewards available on Giant Eagle Advantage cards and Target cards. Amazon line – smile.amazon.com – select Hoover/Mt. Lebanon school.

 Corporate Rewards chair – Carissa Yu – collects box tops in PTA box weekly. Princinpal then selects what school needs are and what to use points acquired from corporate rewards is decided by the principal.

 Cristina also mentioned Kids Stuff Coupon Books will be available. The chairperson – Bethany Barton – mentioned not sending coupon books home because they never get them all back. This year a flyer will be sent out however teachers will not be able to receive free coupon books. Purchasing 80 coupon books to sell.

Christina – suggested school creates a pocket calender. No motions.

Odyessy of the Mind – Chairperson is needed. Cristina will mention it in Hoover headlines.

Cultural Trust – Nandini Mandel wanted to confirm budget. Maria said the budget was raised to $1,200.

Principal confirmed there are 234 students this year at Hoover.

Next PTA Meeting will be 9am on November 17th.

Meeting over at 7:59 pm