

**Minutes of General PTA Meeting
September 8, 2003**

Meeting called to order 7:08 pm

President's Report: The new Executive Board was introduced; there will be only five meetings this year to allow more family time; meeting dates and themes as follows: 9/8 Welcome Back; 11/3 This Land is Your Land; 1/12 Weather Wonders; 3/8 Money Mania; 5/10 A Touch of Spring; minutes of 5/5/03, meeting reviewed; Rosie Massian motioned to accept; Alicia Smith seconded motion; minutes of 5/5 meeting accepted.

Treasurer's Report: Ending balance as of 2/3/03 \$24,061.00; line-by-line review of Proposed Budget for 2003/2004; starting balance \$24,061.00, projected revenue \$65,700.00; projected disbursements \$68,850.00; projected ending balance \$20,911.41. Budget vote by general membership; explanation of Miscellaneous revenue/ disbursements offered; Lauren Asmus motioned to accept budget; Nora Babbino seconded; budget for 2003/2004 passed unanimously.

Administrative Report: New parents welcomed; board members thanked for volunteering; assistant principals Lisa Mato and Ron Masera introduced; administrative responsibilities at PTA meetings discussed; opening of school went well; last minute opening of an eighth 4th-grade section with new teacher hired (Frank Flacco) reduced 4th grade class sizes from 29-30 to 24; 3rd grade has 6 sections with 26 average in each class; 2nd and 1st grades have 6 classes with 25 average in each class; and Kindergarten has 7 sections with 20 average in each class; total 835 students; 311 primary and 524 intermediate; 2 new regular education teachers hired; we now have three schools within Ridge School - regular/BOCES/alternative learning program (new - special ed with different curriculum); goals for this year: (1) implementing new balanced literary program in 2-4 (includes writing strand); (2) increase independent reading time; (3) grade-level newsletters; (4) K screening to note readiness level Sept 11-16. New teachers Melia DeVincenzia (1st) and Leah Fabricante (K) introduced; Open House dates/times announced.

President introduced Council delegates Gloria Barnett and Jean Andrew; correction to recipe book (in "Chocolate Chip Goodies" recipe, chocolate chips omitted from list of ingredients; there are plenty extra cookbooks available so encourage friends to purchase at \$10.00 each; Dr. G. wished a happy birthday with a cake and candles; magazine exchange introduced (take one/bring one already-read magazines; 4th grade activities (memory book and barbeque) discussed; Teachers' Luncheon went well; 9/22 declared National Family Day by National Center of Addiction and Substance Abuse; make time for families - have dinner with family; studies have shown that the more often a child eats dinner with parents, the less they will use illegal drugs.

Cultural Arts: Disabilities Awareness second week in November explained by Mrs. Mato.

Committee Reports:

Need Board of Ed representative

Membership: Sue Kennedy present to sell memberships at meeting; purchase at meeting, orientations, or send envelope with backpack; this year's goals include 10% over last year; 20% men, and 100% teachers.

Fall Fundraiser: Report by Judy Greco - New company called Fun Time; lots of great items (flowers, candles,); packets go out on Monday 9/15, back by Friday 10/3; delivered to school before Parent/Teacher conferences and can be picked up then.

Class Parents: Report by Bridget Cariello; requirements - must be PTA member and sign up for two committees, be available to help out teachers (shopping); attend class parties; go on class trips; class parents are chosen by teachers, not committee; selected parents will receive invitations from committee to attend Class Parent Tea.

PARP: Report Nora Babbino and Sue Kennedy - PARP starts early this year; purpose is to encourage children to read; October 17 kick-off; theme is "Reading is Beary Fun"; program simplified this year -- 3-week program, 1 tracking sheet per week, needs only name of book; returned on Friday; no later than Tuesday of following week; ends officially 11/6; incentives include pencils, erasers; two grade-level winners receive special celebration; students who do 100% receive prize from East Coast Black Belt (one month free coupon or academic patch if already in program); if child writes optional book report independently of other 3 weeks, prize of plush bear.

Newsletter: Report by Terre Arena - first deadline 9/12; issues bi-monthly.

School Pictures - Report by Alicia Smith; scheduled for 10/28 and 10/29.

Reflections - Report by Maria Re-Kilmartin; national contest based on theme; music/art/literature/photography; info coming out toward middle of October "I Am Happiest When?"

Help Wanted: Mrs. Mato reports we are in need of staff assistants; 3 hours per day; lunches/hall duties; course training coming up and required (call Dr. Lonergan's office); then contact Mrs. Mato; there are several openings.

Meeting adjourned 8:09 pm

Minutes taken and prepared by Terre Arena, Recording Secretary

Minutes approved by Jeanne Knudsen, President

**MINUTES OF GENERAL PTA MEETING
November 3, 2003**

Meeting called to order 7:07 p.m.

Adopted Board Member Tomaciewski introduced and thanked PTA for job well done

Motion made to accept minutes of 9/8 meeting; Flo Grumm motioned to accept; Allison Reggiani seconded motion; motion to accept minutes passed unanimously.

Correspondence: Margaret Kelly – correspondence received from Michelle Formicelli (thank you for 4th grade Field Day and BBQ); Mr. Tarantino sent thank you and acknowledgement for gifts bestowed upon Board; Mr. Miller gave all units in Longwood plaque for collecting eyeglasses; thank you from Mr. Tomaciewski for gifts

Treasurer's report: Open balance \$23,403.18; credits \$32,015.23; debits \$10,512.95, balance as of 10/30 \$44,905.46.

Administrative Report: Dr. G. overwhelmed by attendance tonight; next week parent/teacher conf Wednesday and Thursday – Dr. G. urged attendance at assigned time, report cards to be given at conferences; goal is 100 percent parent contact this year; transportation provided to those who cannot get here; phone conferences for those that are not well; teacher reps introduced. Leann Alt (alt learning), Alexia Karaftis (Leann's teaching assistant); Melia DeVincenzo (1st grade); Leah Fabricante (K); Pat Savona (3rd), Tracy Sutherland (3rd and Health), Rosalie O'Connor (3rd), Tracy Gerber (school counselor/Intermediate), Tara Coster (3rd spoke about reading grant applied for), Kathy Hanley (1st), Melissa Massian (1st); Carol Leogrande (Speech Primary); Marianne Gardiner (ESL).

Teacher representatives introduced selves and spoke about their positions; Tracy Gerber displayed overhead explaining Ridge counseling program;

Mr. Masera: In next few weeks, Disabilities Awareness coming up.

President's Report: If calling, be persistent in case Jeanne doesn't get first message; websites have discounts for PTA members; volunteers thanked and given mug (Donna Gilmore for Book Fair); Alicia Smith for school pictures; Theresa DeMatteo (for lots of behind the scenes work); American Education week Nov 16 and National Parent Day Nov 20; National PTA handouts distributed; we have a rep going to Nat'l PTA Conf (Tina Reilly); raffle held and PTA Quiz taken.

SEPTA Report: ADD/ADHD; next meeting Tues before Thanksgiving; do not have to be SEPTA member to attend; very informative meetings.

Council Report: Definition of PTA Council is all units within Longwood (all four levels and SEPTA); meet last Monday of month to discuss what is going on in units; several units attending State PTA Council; blood drive very successful (limit exceeded).

Board of Ed Report: Theme is "United We Stand" at every meeting children from all levels share reflections about that theme; our unit still needs a Board of Ed rep.

Committee Reports:

Book Fair – Donna Gilmore - huge success; did well at beginning of year instead of later; helpers thanked; raffle to be held 11/4.

Class Parents: Class Parent tea 10/10 very well attended; class lists distributed;

Cultural Arts: Nat'l PTA recommends 3 cultural arts programs for every fundraising activity; PARP and Disabilities week; second graders "Love Bugs Hug"; every elementary grade sees a district-wide program; May 27 Hip Pickles respect show (3 shows);

Fall Fundraiser: Judy Greco - over \$20,000 sold; we get \$11,404.00. Orders available for pick-up during Parent Teacher Conferences in IC Cafeteria; notices will go home.

Holiday Fair: Jeanne Knudsen - Cheryl Fiore is expecting new baby and will be moving; Jeanmarie Broomfield will take over running Fair. Everything is on order and will be in. List of volunteers will be called. Kim Lombardi asked for parents to donate baked goods for Hospitality Table. December 12th 6-9 in gymnasium.

Membership: Sue Kennedy - up to about 400 members; requested more members, especially businesses and dads.

PARP: Sue Kennedy - 450 people attended kickoff, which went very well. Many people liked program earlier in year together with book fair. Sets tone for duration of year; began 10/20; good participation school-wide so far.

Reflections: Jeanne Knudsen - last date to turn in submissions 11/7.

School Pictures: Alicia Smith - December 3 retakes; notice will go home two weeks before

Spirit Wear: Donna Gilmore – Muff-pocket hooded pullover sweatshirt about \$20.00.

Newsletter: Terre Arena - Deadline before Thanksgiving; Terre and Bonnie's last year so asked for anyone interested in taking on job to call or email.

Box Tops: Jeanne Knudsen – All encouraged to keep the box tops coming.

Mr. Masera: Target opened in Riverhead; if mention Ridge Elementary and charge on their credit card, one percent of purchase comes to the school; gives extra money to Shared Decision Making.

New Business: Family Fun Night (perhaps in March group Squeaky Clean); need new date because we lost April date in Middle School; we should also reactivate Founders Day; proposed that Longwood Jazz Band perform for students with a birthday theme (in February).

Meeting adjourned 8:14 pm

Minutes taken and prepared by Terre Arena, Recording Secretary
Approved by Jeanne Knudsen, President

MINUTES OF GENERAL PTA MEETING

January 12, 2004

Meeting called to order 7:15 p.m.; minutes of General PTA Meeting of November 3, 2003, reviewed; motion to accept made by Jeannette Nicotra; motion seconded by Judy Greco; minutes accepted.

Correspondence: Presented by Jeanne Knudsen in Margaret Kelly's absence; many thank you's for Love Bugs Hug show (second grade cultural arts); thank you from Mr. Masera for Xmas gift; staff thank you for Christmas gift; thank you's from Ellen Grimes and Mr. Tarantino for Board of Ed Recognition Night; get well card sent to Margaret Kelly; condolences and congratulations sent to Dr. Swenson.

Treasurer's Report: Judy Greco - opening balance \$44,905.46; credits \$4,716.59; debits \$18,740.60; ending balance as of 1/12/04 \$30,881.45.

Administrative Reports: Dr. Gerstenlauer - Mr. Masera has left for Sag Harbor School District; introduction of Dr. John Cassese as interim assistant principal; report cards to go out on 1/30; clubs Grades 2-4 start Tuesday 1/27; 327 signed up for clubs; last day for extended day program for English Arts 1/26; certificate and pennants will be awarded for 25 Book Club for students who read 25 books in class during quiet time; bar graph of pennants to go down hall of school.

Dr. Cassese - thrilled to be here if even on interim basis; explained career history; first date at Ridge 1/12/04; looking forward to time with children here.

Mrs. Mato - 2004 Science Fair coming; project summary due 1/16; packet with guidelines will come home, includes project summary due 1/30; Longwood Library Science Fair Help Day registration 1/22, fair held on 2/7: 3/30 set up; 3/31 viewing; 4/1 pickup until 6 p.m.; BNL 5/8 for winners; boards will be provided free to children who sign up; parent must pick up board from school.

Teacher Representatives: Mrs. Heuer and Mrs. Longo (resource room teacher) - ELA coming up February 3, 4, and 5; parents should encourage children to do the best they can; the calmer they are, the better they do; encourage a good breakfast and a good night's sleep the night before; work together with teachers to keep children's stress level down.

President's Report: Jeanne Knudsen - Jeanne, Julie Engel (previous President) and Michelle Calcagni (previous Treasurer) explained PTA IRS problem; 12/8/03 IRS notifies our accountant we owe \$6,615.85 for late filing of form 990 from June 1999; our accountant replied to IRS 12/22/03; 12/29/03 penalty owed, Jeanne negotiates 4-week extension; 1/5/04 situation discussed with Dr. G.; situation explained by Julie Engel; Jeanne to follow up with IRS to determine if penalty has been abated. Thank you's extended to various committee members and to Cathy Lilley for always helping out; various workshops offered to PTA members.

Committee Reports:

Longwood Wear: Donna Gilmore - bags, sweatshirts and jackets still available; spring line coming out.

Fall Fundraiser: Judy Greco - \$10,489.85 profit made.

PARP: Sue Kennedy - winners announced; M. LaPrarier's only class for 100 percent including book reports; show was great (sound system not great); we will need someone to chair for next year; children loved assembly program; all 48 dozen bears were given out.

Holiday Fair: Jeanmarie Broomfield - we made over \$500.00; Jeannette Nicotra has volunteered to chair for next year and was a tremendous help this year.

Box Tops: Lauren Asmus - very successful; parents encouraged to keep bringing in Box Tops; we have made several hundred dollars.

Fashion Show: Sue Kennedy - 4/1/04 at Majestic Gardens; same DJ; tables of 10 - tickets sold on first-come, first-served, basis; encouraged solicitation for donations - Allison Reggiani will have letters at front desk of IC; tickets will be on sale at March meeting; may be district-wide this year;

Fourth Grade Activities: Michelle Calcagni - first meeting 1/28 6:30 pm - planning BBQ with DJ (June 7 raindate June 8) need non-fourth-grade parent volunteers so fourth-grade parents can enjoy day with their child.

Memory Book: Jean Andrew - first meeting in March; baby pics and pictures throughout years needed; deadline extended to 1/30; Dr. G to speak to teachers about getting memorable-quote forms filled out; cover has been selected.

Membership: Terre Arena - number of members holding steady; chairperson(s) needed for next year; Alicia Smith volunteered.

Motion to accept Jeannette Nicotra made Judy Greco seconded;

Newsletter: Terre Arena – deadline Friday 1/16 for next issue; chairperson(s) needed for next year.

Help Wanted: Need Kindergarten Orientation, Nominating Committee, and Board of Ed representative (meetings held on Thursday nights).

Cultural Arts Programs: 1/29 First Grade "Golden Rule" at CEW; 2/25 Fourth Grade "Voices of Slavery" at West Middle Island; 4/20 Kindergarten "Ferdinand the Bull" at Coram; and 5/5 Third Grade "Festival of Brass" District.

Family Challenge: Although on calendar for end of January, we could not get Alan (MC); Holiday Laser Light show had been booked for next year; so we will have Laser Light Show for end of January; pre-registration will be required.

Meeting adjourned 9:00 p.m.

Minutes taken and prepared by Terre Arena, Recording Secretary

Minutes approved by Jeanne Knudsen, President