

Minutes from Puffer-Hefty PTA Monthly Meeting
Via Zoom
April 20th, 2023 7:00pm

The general/monthly meeting of the Puffer-Hefty PTA was called to order on **April 20, 2023** at 7:02 PM in person and Zoom in the Henry Puffer LRC.

Agenda.

- **Presidents Nikki Brown & Michelle Morgan** welcomed all to the 7th PTA meeting of the year.
- **Secretary Nicole Popp** presented the March minutes. Minutes were posted online. The minutes were approved as stated.

Board Reports

- **President Report** – **Presidents Nikki Brown & Michelle Morgan** reported the following:

Reminder - Detective Richard Wistocki will be holding a parent only assembly on 5/17/23 6:30-8:30pm @ O'Neill. Assembly will be Cyber Bullying (more info to come) . You do need to RSVP via Google Form. Everyone is invited.

- **Form Audit Committee** – **Nikki Brown & Michelle Morgan** - Dan Hintz and Gabby Nuno volunteered to be on the Audit Committee. We need 1 more volunteer.
- **Treasurer Report**– **Susan Sierakowski** Presented the budget. We have a little over \$100,000 in the bank but have \$17,000 in expenses = ~\$84,000. This includes YE Enrichment amount is \$24,500 and includes carry-over cushion for unknown expenses. A reasonable amount to carry-over to next year's budget should be around \$10,000.
- **Vice President Report on Assemblies** – **Carol Bufe** nothing to report

Mr. Leipart UPDATE:

- Students are finishing up IAR testing this week and then onto MAP assessments
- We did roll out the Raptor system - when guests and visitors come to our school they are run through this system so we know who is in our schools. Still working out kinks but going well. Will try to work on getting parents into the system as part of registration next year so the process is easier.
- Rolling out the Strategic Plan as part of the Referendum. Puffer is part of Phase 1. This Summer will be focused on Asbestos cleaning and updating cabinetry. Phase 1 includes more security in the entrance as well as air conditioning throughout the building.

COMMITTEE REPORTS

- **Fun Lunch** - Amy Klawitter & Jackie Olkiewicz stated the next Fun Lunch is tomorrow (April 21). May 26 and June 2nd are the last 2 lunches. June lunch will be paid for by the PTA. Nikki & Amy to work on communicating to parents.

- **Authorfest (April)** - Michelle & Nikki - There will be a book signing at Anderson Books on Friday, April 28th 6:30-8:30. The authors will be David Biedrzycki, Dusti Bowling, Liesl Shurtliff (HP), Troy Cummings (HP). Liesl will be visiting our 5th graders on Thursday April 27th and Troy Cummings will be visiting our 1st and 3rd graders on Friday, April 28th

- **Art Fair (May 2nd)** - Josh Maywin - All is moving forward with the Art Fair which is coming up on May 2nd! I met separately with both our previous chair, Kate Marzo, and art teacher, Sarah David, over the past couple of weeks. Kate showed me where supplies for the event have been kept and Mrs. David gave me a preview of the art that will be displayed. She is currently organizing all of the students' projects, and she'll have everything mounted and ready for hanging the day of the event. Rather than using the string system that's been used in the past, Mrs. David would like to affix everything to large rolls of paper that we will then stick to the walls of the multipurpose room (the gym is being used for the Book Fair that week, so the location of the art fair will be different than it has been in the past). Need about 4-5 more volunteers. We need volunteers to help set up: Rich/Nikki Stachon, Gabby Nuno

- **Teacher & Staff Appreciation Week May 8th - 12th** - Carol Bufe, Kristin Noonan, Jyotsna Jagai - Catered lunches, raffle prizes, gift cards are some of the things we are working on. Will need help to set up and clean up during the week – Sign Up Genius coming out soon after next weekend.

- **Variety Show (May 21st)** - Colleen Steele - Tryouts are April 24 (2:00) and April 25 (3:00) and a mandatory dress rehearsal Friday May 19th (3-4:30).

- **Year End Dinner (May 30th)** - Camille Lewis & Nikki Stachon - right now there are 12 people signed up and we need 30 people to secure the venue so please sign up!. Looking for someone to put together a video to highlight the events. Sign up due date is April 27th! Adults only event.

- **6th Grade Breakfast** - Lauren Loeb - Award ceremony and breakfast will be the day before the last day of school. Stay tuned for more info.

- **Field Day** - Colleen Broomhead - Friday 6/2. No rain date.

K-3rd in the morning, 9-11

4th-6th in the afternoon, 12:40-2:40

We need a lot of volunteers and have a great list already of interested parents. Sign up genius will come out in the next couple weeks. Fun lunch is that day, and we'll have

separate sign ups, but hopefully a number of parents helping with 1 can help with the other. We're reviewing the activities to decide if we'll make any adjustments (feel free to ask the PTA if they thought any activities last year were really great and should be kept, or if any were not so great and should change). We're also checking inventory to see if any supplies need replacement.

- **Year End Picnic - Bree Abbas and Karen Moore** - It is the 1st time we are doing it since 2019. It is on the last day of school. We have rented out Gilbert Park where parents bring a picnic lunch and activities to come and celebrate the end of the year. Sign up genius will come out for folks to volunteer to bring items such as water, etc.

- **Puffer Summer Event - Lauren Singdahlsen** - Proposed the following options:

- 1) Private rental at Cypress Cove (2 HRS from 6:30 - 8:30) Cost: \$1,550. Could be a potential capacity issue and would require us to hire add'l staff. Would be a date in Friday/Saturday in June
- 2) Grove Fest - \$29/Kid rate for the carnival. Would get a wristband on Thursday evening or Sunday noon - 10PM. Could put us over budget.
- 3) DG Swim and Racquet would rent us their grounds for a movie night (won't rent us their pool due to their members) Funds would largely go to food trucks
- 4) Pavilion at a park and using funds for bringing in outside fun.

Majority voted for Cypress Cove -More details to come.

- **Summer Math Club - Michelle & Nikki** - Need a chair for Puffer and if anyone wants to be the district coordinator they are looking for someone to shadow the current coordinator this summer and take over next year.

- **Yearbook - Rachel Ittner and Bree Abbas** - Mrs. B request that the PTA pay for yearbooks for the "free lunch" students at Puffer; this is a total ask of \$874.65 which is 51 yearbooks at a cost of \$17.15 each (this excludes the "fundraiser portion" that is built into regular orders, since that gets totaled up to pay for classroom yearbooks with leftover going to the PTA - I figured it doesn't make sense to charge the PTA for this part just to have it returned later). Mrs B. made the motion, Mrs. Hohn 2nd. Motion stands.

Orders are due May 2 and cost \$18.26 + tax. A flier went home prior to Spring Break; there is info on the PTA page and in the Puffer Post on how to order and we will send around classroom ambassador updates as well. Orders placed by the deadline will be shipped to school for free and distributed prior to summer break. Orders can still be placed after the deadline but would be charged a shipping fee and sent to the family's

home. We did the Yearbook cover contest and winners will be announced 4/21. Send pictures to the Yearbook email address –

- **Nominating Committee** - Jacki Olkewicz, Sheila Burgette, Colleen Broomhead - Jackie presented the nomination for VP - Nikki Stachon and Treasurer - Dan Hintz. There were no other nominations from the floor and therefore those 2 were approved.

- **PTA Lifetime Membership Nominations** - Janet Sandridge and Lauren Signdahlsen - There are 2 nominations that will be announced at the YE dinner.

- **Scholarships** - Sheila Burgette - The Scholarship Committee finalized its scoring. A huge thank you to the committee. We have three people who will receive the scholarship at the DGN awards ceremony on May 3. Once the recipients are made aware, we will let the Puffer community know who received the awards.

FUNDRAISING REPORTS

- **Dine n Share** - Janet Sandridge - waiting on check from City BBQ

NEW BUSINESS

- **YE Enrichment Update** - Michelle & Nikki - We have \$24,500 to spend. We encourage that these requests impact as many students as possible. We will be sending out a link to a Google form where you will fill out all of the information along with any attachments.

- Lauren Singdahlsen proposed \$500 to go towards the Student Council for Gift Cards for the Prize Wheel. Gabby Nuno 2nds. The motion stands.

Next Puffer-Hefty PTA General Meeting:

May 18th, 2023 at 7pm hybrid (in person and virtual) at Puffer LRC.

Meeting was adjourned at 8:11PM.

Minutes were approved as_____.