

## J.F. Cooper PTA Meeting Minutes

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### *J.F. Cooper PTA Meeting held on September 29, 2021*

The regular meeting of the J.F. Cooper PTA was called to order on September 29, 2021 at 7p.m. in the J.F. Cooper Elementary School Library, as well as virtually, via zoom meeting, by president, Shazia Ansari, the secretary, Ramona Hamill, being present.

A quorum of 26 members was established and a sign-in sheet with proof of attendance is maintained in the official PTA binder, along with a hard copy of these minutes, for the purposes of record keeping.

The following is a summarization of items discussed during this meeting:

<p>★ Principal's Update - Mrs. Tiernan</p>	<p>Thank you for helping with the car line adjustment. Best car line ever!!!</p> <p>4th and 5th Grade students begin "Start Strong" testing on 9/30/21 - 1 hour of ELA and 1 hour of math. Students are being tested on last year's materials to understand where to take them this year for best success.</p> <p>Picture day will be held beginning of October - Individual pictures only will be taken to ensure compliance with Covid restrictions. Class pictures will not be taken; however, everyone will receive a class print out with the student's individual photos.</p> <p>5th Grade Barclay Farmstead visit is being held virtually again this year.</p>
<p>★ Staff Liaison's Update - Ms. Cutler &amp; Mrs. Guglielmucci</p>	<p>Mr. Cutler and Mrs. Guglielmucci introduced themselves. They are the faculty liaison for the PTA this year. Anything we need to share with the staff should be communicated through them and vice versa.</p> <p>So far the kids and teachers are HAPPY to be back!!</p>
<p>★ Membership Update - Lis Montgomery</p>	<p>Update was provided by PTA President, Shazia Ansari. Currently we have a little over 100 registered members. Up from 59 registered members at the culmination of the 2020-2021 school year.</p> <p>The PTA goal is to reach over 200 members by the end of the year.</p>

<p>★ Treasurer’s Update - Amanda LeeMasci</p> <ul style="list-style-type: none"> <li>○ Budget Review for 2020-2021</li> <li>○ Presentation and Approval of Financial Review</li> <li>○ Monthly Transaction Reports</li> <li>○ Approval of Proposed Budget for 2021-2022</li> </ul>	<p>Amanda presented the 2021-2022 budget. Some minor adjustments were made to the Income section:</p> <ol style="list-style-type: none"> <li>1. Overall starting balance was amended from \$8,068.72 to \$8,168.72</li> <li>2. Amended Fall Fundraiser total from \$250 to \$421.50 as the event has been completed.</li> <li>3. Removed \$250 line item for the winter fundraiser - may be added back should an idea arise</li> <li>4. Added \$250 line item for Food Book fundraiser</li> <li>5. Amended the Membership due line item from \$600 to \$1,000</li> </ol> <p>Bridget Moore made a motion to approve the 2021-2022 budget. Lindsay Emple second the motion. A total of 21 raised hands were counted, approving the budget for the current fiscal year. Amanda also presented the monthly transaction reports for July and August 2021 explaining the Income and Expense transactions incurred for the periods listed.</p> <p>Amanda also presented the Audit Committee report for the 2020-2021 fiscal year. The audit committee was responsible for reviewing the two bank accounts held for PTA contributions and distributions and the income statement, along with reconciling all income and expenses for the year. No deficiencies in financial reporting were disclosed.</p> <p>Bridget Moore made a motion to approve the financial review. Elena Ricchia second the motion. A total of 15 raised hands were counted, approving the validity of the 2020-2021 audit committee review.</p>
<p>★ Ways and Means Report - Bridget Moore</p> <ul style="list-style-type: none"> <li>○ Mum Sale Proceeds</li> <li>○ Spirit Sock Sales</li> <li>○ On the Border 9/28</li> <li>○ RaiseRight Update</li> <li>○ Book Fair 10/18</li> </ul>	<p>Bridget presented a current listing of all active and completed fundraisers along with totals raised to date. This attachment was provided to all members in attendance.</p> <p>Scrip fundraising through RaiseRight App is the easiest and most rewarding fundraiser. Lets take advantage of it!</p>
<p>★ Programs and Events Report - Lindsay Emple</p> <ul style="list-style-type: none"> <li>○ V&amp;V Adventure Farm on Sat 10/16</li> </ul>	<p>Lindsay provided an update of upcoming events:</p> <ol style="list-style-type: none"> <li>1. Family Social at V&amp;V Farm in Shamong on 10/16 - Fun filled family day with fun farm activities</li> <li>2. Fall Fest, sponsored by the PTA, is scheduled for 10/29 at Cooper Elementary from 9:15am to 10:45am             <ol style="list-style-type: none"> <li>a. Each class will participate in 10 minute fall themed</li> </ol> </li> </ol>

<ul style="list-style-type: none"> <li>○ Fun Fall Fest on 10/29 from 9:15am - 10:45am</li> </ul>	<p>stations with games and activities led by Room Parents and PTA volunteers</p> <ul style="list-style-type: none"> <li>b. Each class will also participate in a fall themed craft</li> <li>c. A virtual brainstorming session will be held with room parents and volunteers on 10/6 at 7pm via zoom or google meets. A link will be shared prior to the meeting.</li> </ul>
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Additional commentary:

Mrs. Tiernan:

1. We have \$7,500 in raised funds for school improvement. Original idea for sound boards has been removed from the list of potential options. Will be looking to have additional conversations on ideas to effectively spend the money available with a greatest return for the students.
2. There is an upcoming district bond referendum vote - this helps our parents understand where the money would go and keeps them informed.

Shazia Ansari, PTA President

1. Local Bylaws & Standing Rules Committee - our PTA abides by these rules
2. Zone PTA Info - Zone PTA updates will be posted on our website and members are encouraged to submit questions for Dr. Meloche and/or guest speakers at Zone PTA meetings that occur once a month. Additional topics reviewed were:
  - a. Board of Education Candidates
  - b. Aramark
  - c. Holiday Gift Card Drive

The meeting was adjourned at 8:15pm

(Signature)

Ramona Hamill, Secretary

Approved (or Approved as Corrected) (Month, day), 20\_\_ (Initials of Secretary)

Any corrections should be written on the minutes in the correct place and initialed by the secretary.