Ridgeway PTSA Meeting Minutes
Meeting – November 12, 2019

ATTENDEES: Windy Shull, Teresa Schmitter, Paige Cowdrey, Susan Schommer, Amy Childs, Amanda Fues, Mary Jo Creech, Wendy Forbes, Penny Gamble, Carissa Havens, Lori Rice, Greg Colman, Shari Lawson, Sean Cox, Anne Alexander

I. Meeting called to Order at 6:41 p.m.

II. Review Prior Meeting Minutes
   a. Minutes reviewed.  
      • Greg motioned to accept the minutes. Sue seconded. The motion passed.

III. School Updates
   a. Principal’s Report – Mrs. Shari Lawson
      • Painting at Ridgeway has been postponed. Ridgeway will be painted after the painting has been completed at Jeff MS.
      • The first late start of the school year went pretty well.
      • The Art and Talent Show is scheduled for 1/30/20. A coordinator is needed for this activity.
   b. Autonomous School Committee Report – Valerie Freed – Not present
      • The next meeting is scheduled for November 20, 2019 at 4:00 p.m.

IV. Officer Updates
   a. President’s Report – Sean Cox
      • The following individuals have been nominated for positions of the PTSA board:  
        VP – Outreach – no nominee at this time  
        VP – Membership – Carissa  
        Treasurer – Wendy
   b. VP – Outreach - Vacant
      • This position includes outreach on social media. Individuals interested in serving in this role should contact Sean.
   c. VP Membership – Amy Childs
      • Currently there are 74 PTSA members with the addition of Ridgeway staff to the membership.
   d. Secretary – Teresa Schmitter
      • No Report
   e. Treasurer – Sue Schommer –
      • See attached financial forms
      • The carryover amounts have been updated. Last year Units A, B, and C did not utilize the carryover and each Unit had additional carryover.
      • Unit C’s carryover is a result of the Unit saving money for the trip to Biz Town as the Unit previously did not know if Biz Town would be funded. The trip to Biz Town will now be funded by the district which will alleviate this issue.
      • Unit B previously saved funds for the visit by the Australians.
• The Media Center utilized all of the money allotted to it. Near the end of last school year Rebecca Munsterman contacted Sue and asked how much money she had left in her budget. She then spent all of the budgeted money.

• Steve-O’s donation was designated for spending on science. It is suggested that a thank you note is sent listing what was purchased with the donation. In the future it is suggested that the donation is utilized for Project Lead the Way kits.

• Sue reissued a check to Suby for $36.00 to replace checks previously written to Suby which she was no longer able to cash.

• Teresa motioned for the financials to be approved. Windy seconded. The motion passed.

f. Deputy Treasurer’s Report – Rebecca Gingerich
Not Present. No report

V. Business (New and Old)

a. Directory – Amy
• Amy sent the directory to the office on October 14th. The office is waiting on the artwork for the completion of the directory.

b. Fall Family Event
• The fall event was cancelled due to the weather. Midway Golf and Games is open to hosting Ridgeway in the spring for the family event.

• The date for the spring event is 2/13/20. Due to this date being during the winter Sean will look into other options as Midway Golf and Games is not an ideal location for an event at this time of the year.

c. Ridgeway t-shirts
• Sean’s friend from Fast Yeti completed a design for Ridgeway. The shirts will cost approximately $6.00 for t-shirts. Fast Yeti is also able to offer hoodies, long sleeve t-shirts, etc.

• Due to Fast Yeti’s capabilities if families would like to order a t-shirt after the deadline they are able to place an order for a t-shirt for $15.00. Ordering at a later date was not possible with the previous company.

• A link will be sent out for families to place orders and pay by credit card.

• PTSA will be able to place an order for additional t-shirts if desired.

• There is a two-week turnaround by Fast Yeti.

• Sean will try to send the finalized link within the next week.

• Fast Yeti will ensure that individuals who order shirts are not allowed to make any alterations to the shirts.

d. Yearbook – Rachel Parks – not present, no update

e. Teacher Grants Update – Sue – no update

f. New Teacher - $100.00 start up
• A motion was made to give $100.00 start up funds to Mrs. Sirna and Ms. Meeds. Amy made the motion and Carissa seconded it. The motion passed.

g. Dream Big Grant – Sue
• The purpose of the Dream Big Grant is to spend the money that families earn on educational needs while the students who helped earn the money are still at Ridgeway.

• The officers met prior to the presentation of the Dream Big Grants at this meeting and removed a few items which are reoccurring expenses. The units will be directed to utilize unit funds for these items as the purpose of Dream Big Grant items is for one-time expenses.

• The following items were also removed and the units will be directed to utilize unit funds for these items:
  The funding for the tubs will be directed to unit funds.
Mrs. Shull will be directed to utilize unit funds for the Shutterfly book.
- Club requests were removed and the requesters will be directed to utilize club funds for these items.
- Funds for science requests in the future can come from the Steve-O’s donation
- Sean is planning to meet with the unit leaders to help units decrease carryover funds in the future.
- See Dream Big spreadsheet
- Wendy motioned that the grants listed on the spreadsheet outside #2 be approved. Penny seconded. The motion passed. Proposals 1, 3, 4, 5, 6, 7, 8, and 9 were approved. Funds for proposal 2 will be paid for under the MFA Science Donation.
- A total of $4960.00 was approved.
- It was proposed that an individual can search for a music grant to reimburse Ms. Meeds’ ukulele Dream Big grant. If a music grant is found this would free up these funds.
- Mrs. Lawson had the chance to visit other music classrooms in the district and she discovered that other classrooms have many more instruments than Ridgeway.
- Teachers are welcome to come to PTSA at any time with a request.

h. Officer Vote
- Amy termed out of VP – Membership. Carissa was voted in as the new VP – Membership.
- Sue termed out of Treasurer. Wendy was voted in as the new Treasurer.
- Both Amy and Sue will be at Ridgeway for the remainder of the school year in case guidance is needed.

VI. Committee Chair Reports
a. Administration and Membership Development – Amy Childs
   No report
b. Finance and Grants – Nicole Campione-Barr
   Not present. No report
c. Fun Day – Valerie Freed and Carissa Havens
   - Donation requests were sent out on 11/1/19. The committee has already received five donations.
   - Donations with adult content have been placed in adult themed baskets and alcohol has not been brought onto the school property. This policy will continue.
   - A discussion was held regarding donations which the PTSA may not like to receive. Currently the PTSA has the ability to decline any donations which may not be deemed acceptable. A member advised the PTSA to create a written policy regarding donations.
   - The Executive Board will meet and will develop ideas to present to PTSA regarding donations that will not be accepted.
d. Staff and Teacher Appreciation – Erica Canlas
   Not present. A sign up genius has been created for conferences.
e. Promotion, Outreach & Volunteerism – vacant
f. School Principal and Operational Support – Carissa Havens
   - Carissa has been assisting with conference support.
g. Family Events and School Spirit – vacant
   - Carissa will coordinate the Talent Show. Nick will run the sound system as he did last year.
   - Penny will chair Family Events
   - It was asked if events can be advertised on Facebook
   - Amanda will ask Kelli for the password and for administrative access to the Facebook page
VII. Adjourn

- The membership was asked if there should be a December PTSA meeting. It was decided that a December meeting will not take place.
- The meeting was adjourned at 7:47 p.m. The next meeting is scheduled for 1/14/20.