

Minutes from FAPTO Meeting Tuesday, October 9, 2007

Board Members Present: Ellen Miraldi, Kim Avery, Tammy Williams

Administrators and Staff Present: Mary Crawford

Welcome & Introductions.

FAPTO has bought new sports equipment – photos sent around.

Cultural Clubs are up and going very well (Tech., Drama, Art, & guitar).

Two cultural events will be booked off campus – dance shows featuring Hubbard for one and Parsons for the other. Both will be performed in the spring during AIMS testing. One for H.S., the other for M.S. Valerie will take care of transportation and booking the events, etc.

Julie Brassfield spoke about Big Mouth, a character building performance group for MS/HS. They are willing to cater to our needs, but we're investigating other companies, too.

For our 4th event it was unanimously decided to conduct a team building day (obstacles or ropes course) with a catered lunch.

On campus Undercover Acoustics will perform in late October.

Chili cook off on 12/2. Undercover Acoustics is playing. Tennis tournament prior.

Smart Board is in the works for Mr. Lodge.

FAPTO donated \$2900 + \$300/month for two vans.

Esript is off and running. We will sign up new stores as they open (AJ's, Whole Foods)

Max Perks cards will be mailed out directly to parents. Each advisory teacher has an account with Office Max. It was decided to take some coffee to Shawn for his help in printing out 100's of cards.

Ellen stressed the need to make personal contacts with vendors in order to obtain gifts for our Spring Auction.

Julie discussed the SmartBean coffee program. She showed a couple of gift baskets that she had created. The hope is to have parents donate enough gift baskets in order that each staff member of Foothills Academy gets one. FAPTO voted unanimously for the SmartBean packets be mailed directly to parents. Ellen will mail, using her postage meter and submit reimbursement could total up to \$250.

There were no new teacher requests.

There was a correction from last meeting: the 6th grade party at the beginning of the year cost approximately \$300.

Foothills Academy PTO
Tuesday August 28, 2007
3:30

Board Members present: Co-Presidents Kim Avery and Ellen Miraldi, Secretary Nancy Bartlett, Treasurer Tammy Williams.

Ellen welcomed all new parents and teachers. An acknowledgment of past President Rhonda Kimmel and the outgoing FAPTO board was made. Ellen also thanked several individuals for their continued efforts in all areas: Rhonda Kimmel, Angela Kaplan, Julie Kent, Julie Brassfield, Debbie Lee, Nancy Bartlett, Marsha Peterson, Michelle Branch and Kim Avery.

Teachers present: Diana Kogan, Carolyn Smith, Karl Stock, La White, John Brimacombe, Carl Anderson, Kristopher Lodge, Terry and Courtney Mullane, Jeff Westfall and Robert Cooley.

Administration present: Dr. Don Senneville, Assistant Principle Mary Crawford and Associate Director Joan Puddy.

Ellen presented an overview of the programs and fund raising events planned for the year. There was a discussion on the new clubs, drama, art and tech. The pilot program of the Smart Board (approved last year) was discussed. The Smart Board will be installed in Mr Lodge's classroom (administration decision) for use as a pilot program to get parents and teachers interested in new technology at the school. Mr. Lodge gave a short presentation on the benefits of a Smart Board in each classroom. He indicated he would teach other staff members on how to use this board and collect input on it's uses.

Dr. Seneville welcomed a new school year. He discussed the new offering of after school clubs and classes in Latin, technology, art, drama and sports. Middle school guitar is also available. The club cost per semester will be 60.00, sports cost being \$125.00 and guitar \$65.00. E-mails will be sent out with up date and registrations this Friday.

Ellen talked in detail about the 5 programs that bring in our funds,

- Smart Bean coffee
- E-scripts
- Membership dues
- Annual Auction
- Lunch Sales

For a detail see the attached budget and discussion points. Kim indicated a desire to see the E-Script program increased. She discussed Safeway, Fry's, Basha's and Target. She also brought up a new program at Office Max that could net each classroom \$500.00.

Ellen then discussed membership dues. It was voted on at the summer Executive Committee meeting to increase dues to \$35 per family, (Kim and Ellen in attendance) approved with a full Executive Committee vote on 8.24 (Kim, Ellen, Nancy and Tammy). Ellen indicated we currently have only 80 members signed on; we need more participation from families. FAPTO offers a discount membership to teachers, an annual membership, full voting, will be \$10.00.

It was discussed that we want to start early on corporate contributions for the Auction. Dawn Fasano, a new 6th grade parent will help with this.

It was announced that Rhonda Kimmel would chair the Cultural Committee. The goal is to have 4 programs for each child, 2 on campus and 2 off campus. Programs in discussion are a Tale of Two Cities and To Kill A Mockingbird.

Ellen briefly discussed the tax credit program. It was discussed that the administration will spend tax credit dollars for new computers in the computer lab, Smart Boards in each classroom and the equipment for the Media club. Ellen indicated FAPTO would take an active roll in increasing the tax credit dollars collected by instituting a parent education program on the benefits of contributing to the tax credit fund at the school.

Ellen detailed the expenses and various programs on the budget. For a detail see the attached budget and discussion points.

Rhonda Kimmel motioned we pass the budget with no changes; it was voted on and passes unanimously.

Committee's were discussed, for a detail see the discussion points on the committees attached. Teacher Appreciation will be handled by the Advisory parents. Blackhawk News will be headed by Karen Crotty and Nanci Arvizu.

Motions for current expenses:

- Motion set for expenses and was approved for 6th grade party, approx \$500, the amount to be clarified at the next meeting.
- Staff development for Diana Kogan, \$199.00, motioned and passed
- Courtney Mullane request for \$29.00 and \$48.88 for math membership and math parent night book. Motioned and passed.
- Robert Cooley \$480 for gym equipment. ½ will be paid by Foothills Academy and ½ by FAPTO. Motioned and passed.
- Carolyn Smith asked for \$500.00 again this year for yearbook, voted on and passed.
- Mary Crawford asked for \$240.00 for awards, motioned and passed.

Meeting adjourned at 5:10.

FAPTO MEETING
NOVEMBER 13, 2007
3:30

In attendance:

Board Members: Co-Presidents Kim Avery and Ellen Miraldi, Secretary Nancy Bartlett & Treasurer Tammy Williams.
Teachers: Kris Lodge & Jared Copeland
Administration: Mary Crawford

Ellen Miraldi talked about the Auction and set the date for March 7, 2008

Drama Club was to put on a performance this evening, which we are all invited to see.

Kim Avery brought up the teacher appreciation luncheon; this year's theme is Italian.

FAPTO changed the meetings to 3:30 for the remaining school year. The attendance is much better in the afternoon than in the evening. Nancy Bartlett motioned, Julie Kent seconded. The motion was passed

Next up was Smart Bean sales; we are down from last year and are hoping to give sales a boost with the sales of gift baskets at the auction.

Nancy Bartlett discussed the Chili Cook-Off. The Cook-Off will be December 2, 2007 from 2p, to 5pm. Undercover Acoustics will be playing and all the proceeds will go to the Sports Booster Club to buy bleachers.

Tammy Williams talked about Cultural Arts and our last performance by Undercover Acoustics which was enjoyed by all.

Kris. Lodge gave a Smart Board presentation. It was very impressive and we would like to see a Board in every classroom.

Ellen Miraldi and Kim Avery discussed the Tax Credit program and the importance of dollar for dollar donations. This money will go directly to new computers. Forms need to be in by December 31, 2007.

Teacher request were taken for staff development. Kris Lodge asked for a seminar fee to attend "Using Technology to Strengthen Student Learning Program." The cost is \$195. Kim Avery motioned, Julie Kent seconded. The expenditure was approved.

Valerie Pierson asked for a "Front Desk Professional" seminar. This is about learning to identify problem situations before they get out of hand. The cost is \$195. Kim Avery motioned, Julie Kent seconded. The expenditure was approved.

Mary Crawford and Kim Avery told us about a calendar Coach Cooley wanted to put together as a fundraiser for the Weight Training Club. The proceeds will go towards the purchase of new equipment. FAPTO will provide the start up money which will then be reimbursed. Ellen Miraldi motioned, Julie Kent seconded. The loan was approved.

Teacher Requests:

Mrs. Renteria requested white boards for her classroom at a cost of approximately \$150. Kim Avery motioned, Nancy Bartlett seconded. The expenditure was approved.

Mrs. Renteria finished the meeting with a presentation of the Smart Board about the Cost Rica trip, planned for March 15, 2008. High school students will have the opportunity to travel to Costa Rica and learn about Spanish and the Costa Rican culture. The cost per student is \$1,650. Parents may participate at a cost of \$1,350.

The meeting adjourned at 4:45

Minutes by Secretary, Nancy Bartlett

FOOTHILLS ACADEMY PTO

Minutes of Foothills Academy PTO Board Meeting
December 11, 2007 @ 3:15 pm

Board Attending: Ellen Miraldi, Kim Avery, Tammy Williams, Nancy Bartlett

Nancy brought us up to speed on the food and lunch issue:

There can be no more "home cooked" food brought to the school, per the health department on their visit last Thursday. However, we did receive an OK from Joan to bring in desserts for the Faculty Appreciation Christmas lunch on 12.19.07 (and other teacher appreciation activities).

Ellen updated us on the Christmas Appreciation Lunch:

The Rushman family has graciously arranged for Gordon Beirsch (a fabulous new restaurant at Scottsdale Rd / 101) to cater our luncheon on 12.19.07, keeping with the original Italian/Tuscan theme. Gordon Beirsch will be providing salad, pasta and chicken.

Kelly Rushman will be the lead coordinator for the luncheon. Her e-mail address is rushmann@msn.com. Following is what we have signed up to bring in....

Tracee Wolf – Red/White table clothes, plates, napkins, cutlery

Angela Kaplan – Soft drinks, cheese cake

Julie Kent – Case of water and case of tea, dessert

Baskets with greenery and other Xmas decorations – Julie Kent, Angela Kaplan, Tracee Wolf, Ellen Miraldi

Ellen Miraldi – Bread, butter

Kim Avery – Bread, butter

Colleen Woodward – Dessert

Rhonda Kimmell – Desserts

The luncheon will be held in Mrs. Mullane's classroom. We will have access to the room at 10:25, Mrs. Mullane has classes up until that time. The faculty begins lunch at 11:20. We will have to be completely out of the room by 12:55. We will be giving out the appreciation coffee/tea baskets and gift cards at the lunch.

Ellen brought us up to speed on the auction:

Ellen will be auction chair. Angela will be basket chair. Ellen has sent out donation request letters with donation forms to all business in Cave Creek, Carefree, Desert Ridge, Scottsdale 101, Keirland, etc. and will follow up at beginning of year. We have had a few come in already. Request to families will go out early January, after the Xmas rush.

We will need to begin collecting items for the baskets as soon as we return from the Xmas break. We will need one collection letter for the middle school baskets and one for the high school baskets. (This is a change due to the age make up of the advisory classes this year). I've attached a copy of the "collection idea" letter I handed out last year; I was in charge of the 6th grade "Spa" basket. This year it will work a little differently. We will have 4 middle school baskets and 3 high school baskets. Each advisory class will be collecting for all of their age level baskets, depending on your advisory either 4 middle school or 3 high school. Each advisory parent will need to disburse a "collection idea" letter to their advisory class, hopefully every week or so. Middle school advisories can share the same letter, same with the high school. My hope is someone will take on the middle school letter (same with high school) and forward it to the other parents on this distribution list. Once I get the 2 letters I will also have them sent out in e-mail form. This year's basket themes are....

Middle School – (1) Let's Indulge! (spa and bath)

(2) An Adults Night Out

(3) A Kids Night Out

(4) Media, (this one still needs a name, like "Who has the coolest new gear?")

High School – (1) Going Green! (Environmentally friendly)

(2) Moving Out! (A senior themed basket, off to college basket)

(3) Automotive (Again, this one still needs a name)

Ellen discussed the tax credit campaign. We discussed the importance of having a specific goal the parents can see as a reality in the classroom. The campaign must run with the clubs we set up. Tech, specifically new computers was the main topic. Ellen talked about how the program worked and what we needed to do. We agreed to get a 7 ft "thermometer" to measure the donations as they came in and let the parents see how we are doing.

Meeting adjourned at 5:30

FAPTO MEETING

February 12, 2008

Board members in attendance:

Co-Presidents Kim Avery & Ellen Miraldi
Secretary Nancy Bartlett
Treasurer Tammy Williams

Faculty in attendance:

Director Don Senneville
Associate Director Joan Puddy

Teachers:

Diana Kogan

There was no specific agenda today. The meeting started out with a review of FAPTO's financial and accounting procedures. We have a system of checks and balances and it takes two separate powers to make decisions. Our books are open to the public and anyone can be viewed upon request. For further information members should contact a FAPTO Board member.

Staff Development Requests:

Don Senneville and Mary Crawford requested to attend a conference on identifying and working with "Over Indulged Children." The total cost to attend is \$298. Ellen Miraldi motioned and Kim Avery seconded. The expenditure was approved.

Kris Lodge requested a Dream Weaver web design software upgrade. The cost for the package is \$199.00. Nancy Bartlett motioned, Kim Avery seconded. The expenditure was approved.

Diana Kogan thanked FAPTO for her white boards.

It was noted that the school needs 9 parents to act as chaperones for the Middle School Cultural/Dance field trip. Nancy Bartlett, Colleen Woodward, Traci Wolffe, and possibly Karen Crotty volunteer to go.

The possibility of have a Team Building Day was discussed. There is approximately \$3000.00 left in the budget. Don Senneville and Joan Puddy thought that would be more than enough to cover any expenses.

Joan Puddy gave an update on the 2008 Technology Tax Credit Campaign.

Approximately \$23,000 was raised. Joan informed that that the school is looking into dividing the CRC room and possibly using the Tax Credit monies to purchase a portable computer lab. No decision can be made until the architect solves issues regarding the HAC and sprinklers. When Don and Joan have more information a

school bulletin will be issued. It is possible that the lab will not be in place until the 2008/09 school year.

LAST, BUT NOT LEAST, THE AUCTION WAS DISCUSSED. Donations are coming in slowly but have picked up over the last week. Tammy Williams will be our auctioneer this year which will bring a very fun spin to all. Please get your tickets online or at school and support Foothills Academy PTO. Thanks to all that attended this FAPTO meeting.

Minutes by Secretary, Nancy Bartlett

FOOTHILLS ACADEMY PTO

Minutes of Foothills Academy PTO Board Meeting
March 11, 2008 @ 3:30 pm

Board Attending: Ellen Miraldi, Kim Avery, Nancy Barlett and Tammy Williams

Ellen recapped the auction.

Tickets sales made \$5 per ticket over costs, total after all costs should exceed \$13,000. The evening went well; the presentation to Julie Brassfield was mentioned throughout the night as a nice touch.

The night of the auction Tracee Wolff purchased the Sherre's gift certificate for \$38, when she went back to get it, it was gone. We sent out e-mails, as far as I know, no one has fessed up. We need to issue a check to Tracee Wolff for \$38.

Angela K and Julie K brought up the tax credit campaign and asked why we haven't seen new computers in the classrooms let. Joan let everyone know that they were coming; they would be in place prior to the start of the new school year. She updated everyone that there was close to \$45K to spend.

Ellen and Kim brought up a by-laws change.

Financials were reviewed for the prior 5 years to current. More money was raised in the last two years than the 4 prior combined.

A vote was presented to add an amendment to the by-laws to state that "The current year exec board will leave funds of not less than \$25,000 to be applied to the next school year's budget. At the last scheduled meeting of the school year, the current year exec board will present for a vote and approval, a budget for the following school year. As the major fund raiser is towards the end of each school year and the funds have routinely been used for the following year, it seems appropriate that the members helping to earn the money have a vote in where the money will be allocated."

Kim 1st and Tammy 2nd.

Teacher requests were presented:

Joan and Mary brought up the idea again of a team building experience with lunch, an all day event on the field. The general idea was approved, to be held in the Fall 08 semester. The price tag was set at no more than \$2500. Ellen 1st and Tammy 2nd.

Diane Kogan requested \$209 for a seminar, Ellen 1st, Kim 2nd

Ellen brought us up to speed on Teacher Appreciation Week.

Julie B, Julie K and Tracee W will head up the week of events and decide on daily events. The appreciation lunch will be ordered from Saba's Greek Food, a big hit last year. Kim will order. The lunch will be on Friday May 9.

Julie K will head up the 8th grade graduation committee. She has asked for approval for decorations, \$350 or below was suggested. Ellen 1st, Kim 2nd.

Meeting adjourned 4:50

FOOTHILLS ACADEMY PTO

Minutes of Foothills Academy PTO Board Meeting

April 8, 2008 @ 3:30 pm

Those in attendance – Karen Crotty, Angela Kaplan, Kim Avery, Julie Kent, Tammy Williams, & Terry Mullane

Angela asked if we had or were going to have a Jean day for the middle schoolers – they won it for the auction basket. Tammy will propose we do it on May 2nd, the day of the world's fair.

We talked briefly about FAPTO positions next year. Karen is interested in serving in some capacity.

We need more participation in FAPTO. Tammy will put the help wanted ad in the next newsletter. We may also send out a separate flyer.

There was some discussion as to how many people actually read the newsletter on-line. Terry said he has received zero donations that have been asked for in that format. We're thinking perhaps we need to go back to printed versions, but maybe only every other month & in B/W to cut down on costs.

Angela proposed we could sell gift cards as a fund raiser. Ellen will review the information and is willing to manage the program if it looks like something FAPTO wants to participate in.

Julie Kent discussed the 8th grade graduation. We need skirts for the risers & the piano. She requested \$200 from FAPTO to pay for fabric. Julie Brassfield will make the skirts. Angela Kaplan made the motion for FAPTO to provide those funds. Kim Avery made a second. All were in favor.

Teacher Appreciation week is May 5th. There will be a lunch on May 9th.

Angela wants to host a 6th grade party for incoming 6th graders in August. FAPTO will sanction and pay for food.

FAPTO would like all teachers to have white boards. Tammy will check & see who doesn't have them, yet. The thought is to get them up this year while Terry Mullane has students who are capable of installing them.

To be discussed at the May meeting - \$ to teachers for individual classroom programs/speakers. Tammy will survey the teachers.

The meeting was adjourned.

FOOTHILLS ACADEMY PTO

Minutes of Foothills Academy PTO Board Meeting May 8, 2008 @ 3:30 pm

Board present: Ellen Miraldi, Kim Avery, Tammy Williams and Nancy Bartlett

Kim brought up the discussion of the tax credit campaign and clubs for next year.

There has been talk of a science club so we could run a science equipment tax credit for next year. If not science we will need to help set up a tech club again. Parents want a tangible item to send their \$'s towards. Kim thought that we shouldn't allocate funds for the drama/art next year. Our original intent was to get the programs off the ground not to keep footing the bill.

Ellen presented the current financial and rough budget for 2008-2009, which we worked on and finalized. (to get online). Unanimous vote to approve and pass.

Ellen went over the financials and we discussed what monies we have left. We only have \$521 left in classroom supplies. We voted to use all this for white boards. There is money left in Foothills Appreciation, but we will need all of it for the year end teacher lunch and teacher appreciation week. It does look like we will have approx \$2600 left in staff development; if we have no other requests for conferences we could discuss and vote to use these funds for white boards. Vote for one white board per class room, not to exceed \$2600 total. Unanimous vote to approve and pass.

There was a discussion to purchase Smartboards. It was unanimous to hold off until FA decides where it is going to spend the tech \$\$'s it already has in hand (about 50K between the grant and tax credit).

No new possibilities to fill next year positions yet. Nancy might stay on; depending on who else comes on. Ellen and Kim will finish things up over the summer.