



**CHESTERFIELD ELEMENTARY  
SCHOOL PTA**

[www.chesterfieldelementarypta.com](http://www.chesterfieldelementarypta.com)  
[chesterfieldelementarypta@gmail.com](mailto:chesterfieldelementarypta@gmail.com)

**PTA Board:**

**President: Stacy Cassidy**  
**Vice-President of Events: Jessica Painchaud**  
**Vice-President of Communication: Brittany Temple**  
**Vice-President of Fundraising: Heather Ottavi**  
**Treasurer: Meghan Bate**  
**Secretary: Casey Schmidt**  
**Recording Secretary: Kim Hutchinson**

**General Membership Meeting Minutes**  
**Tuesday, September 10, 2019 @ 7:00p.m.**

- 1) **Flag Salute** Stacy
- 2) **Board Member Introductions** Stacy
  - a) Absent: Brittany Temple
- 3) **Review August Minutes** Kim
  - a) Minutes are available on the PTA website
  - b) PTA will be meeting with Ms. Graham regarding parent feedback
- 4) **Treasurer's Report** Brittany/Meghan
  - a) 2019-2020 Budget will be available at the October mtg.
  - b) Meghan and Brittany are working together to transition Meghan into the new role
- 5) **Communications Update** Kim
  - a) Parent Volunteer Sign-Up
    - i) Sign Up is LIVE, many opportunities are still available
  - b) Grade Level Liaisons
    - i) Thank you to the grade level liaisons who are in attendance
    - ii) Role of the liaisons is to provide another means of communication, point person for parents at that grade level, assist in volunteers and donations for their grade level, etc.
    - iii) \*\*We are still looking for 4th Grade and Preschool volunteers
    - iv) Back to School Night email lists: email sign up forms will be provided to liaisons and can be placed in each homeroom
- 6) **Fundraising Update** Heather
  - a) Membership
    - i) Drive runs through 9/30



**CHESTERFIELD ELEMENTARY  
SCHOOL PTA**

[www.chesterfieldelementarypta.com](http://www.chesterfieldelementarypta.com)  
[chesterfieldelementarypta@gmail.com](mailto:chesterfieldelementarypta@gmail.com)

**PTA Board:**

**President: Stacy Cassidy**  
**Vice-President of Events: Jessica Painchaud**  
**Vice-President of Communication: Brittany Temple**  
**Vice-President of Fundraising: Heather Ottavi**  
**Treasurer: Meghan Bate**  
**Secretary: Casey Schmidt**  
**Recording Secretary: Kim Hutchinson**

- (1) Prize for the most signs ups will be \$200 Scholastic Dollars for the classroom, and a pajama day
- b) Spirit Wear (Jessica)
  - i) Fall store will be available soon (online only)
  - ii) This year we are using a new vendor and will provide new items, including accessories
- c) Box Tops
  - i) Still looking for sign-up volunteers
    - (1) Volunteers will help to develop contest guidelines, school level goals and prizes, and help to count and submit box tops
- d) Fall Book Fair
  - i) Date TBD – usually October
  - ii) Heather will connect with the chairs and scholastic representative to plan
- 7) **Events Update** Jessica
  - a) Kindergarten Playdate
    - i) Students made picture frames at the PTA table
    - ii) Snack was provided by the PTA
  - b) Welcome Back Teacher Luncheon
    - i) Was very successful and appreciated by all staff
    - ii) Hot lunch was catered by Sammy's Pizza Barn
  - c) Back to School Night (9/18)
    - i) There are still opportunities to volunteer to sign up to work the PTA table
  - d) Movie Night (10/4)
    - i) Poll will go out to have the community help choose the movie
  - e) Trunk or Treat (10/26)



## **CHESTERFIELD ELEMENTARY SCHOOL PTA**

[www.chesterfieldelementarypta.com](http://www.chesterfieldelementarypta.com)  
[chesterfieldelementarypta@gmail.com](mailto:chesterfieldelementarypta@gmail.com)

### **PTA Board:**

**President: Stacy Cassidy**  
**Vice-President of Events: Jessica Painchaud**  
**Vice-President of Communication: Brittany Temple**  
**Vice-President of Fundraising: Heather Ottavi**  
**Treasurer: Meghan Bate**  
**Secretary: Casey Schmidt**  
**Recording Secretary: Kim Hutchinson**

- i) Tentatively scheduled from 4pm-5:30pm at the CES parking lot
- ii) Trunk sign-ups will go live 10/1/19
- f) Harvest Parade/Parties (10/31)
- g) Parent Information Nights (in collaboration w/CPEF) – (Kim)
  - i) Our goal is to provide four programs this year – topics selected based on FB poll
- h) Color Run
  - i) Spring run (more information to come)
- 8) **Staying Connected Update** Casey
  - a) Social Media: Instagram is new this year
    - i) SPOTLIGHT ON STAFF is a new project to highlight CES staff
  - b) REMIND is also new this year to reach more parents
  - c) Email Blasts will continue to come via CES main office
  - d) *As a reminder, questions can be sent directly to the PTA via email and/or FB, Instagram, and REMIND. We ask that parents send questions and/or concerns using one of those platforms or attend a meeting, versus posting in public forums, as we do not monitor those and questions/concerns may go unanswered.*

### **Public Comments:**

- 1) Fundraising Idea – Liberty Lake Partnership
  - a. Liberty Lake 60/40 split on tickets
  - b. Food, Drinks, etc. can be brought in
  - c. Additional spaces (pools, rock wall, etc.) available for a fee (for staffing)
- 2) Community Partnerships
  - a. High School Students –
    - i. Can they provide Educational programs?



## **CHESTERFIELD ELEMENTARY SCHOOL PTA**

[www.chesterfieldelementarypta.com](http://www.chesterfieldelementarypta.com)  
[chesterfieldelementarypta@gmail.com](mailto:chesterfieldelementarypta@gmail.com)

### **PTA Board:**

**President: Stacy Cassidy**  
**Vice-President of Events: Jessica Painchaud**  
**Vice-President of Communication: Brittany Temple**  
**Vice-President of Fundraising: Heather Ottavi**  
**Treasurer: Meghan Bate**  
**Secretary: Casey Schmidt**  
**Recording Secretary: Kim Hutchinson**

- ii. Can they be Volunteers for PTA events?
  - b. Providing communication to support local community groups and high school/middle school (i.e. NBC plays and events that our students can attend)
- 3) PTA Sponsored School Assemblies
  - a. We will be collaborating with Mrs. Graham and the CPEF to sponsor 2 school assemblies (fall and spring) this year.
- 4) Welcome Mrs. Graham –
  - a. Kindergarten Playdate was very successful and well attended
  - b. Luncheon was very well appreciated to start the school year
  - c. Back to School Night 9/18
  - d. Mid-Marking Period 10/4
  - e. In-Service: school closed 10/9
- 5) Welcome Mr. Heino –
  - a. School Culture Initiative- responsive classroom is being implemented this year
  - b. Chrome Book 1 to 1 initiative is being implemented in third and fourth grade this year
  - c. Chain of Command will be emphasized throughout the year
    - i. Contact your child's teacher first about questions and concerns
  - d. The CES Mission and Vision will be revised this year
    - i. The administration is planning an October event, where parents will be asked for feedback
  - e. BOE meeting 9/25