Fort Island PTA  
General Meeting Minutes  
September 9, 2019

Meeting was called to order by President Jessica Lewandowski at 9:35 am.

Minutes for the May 2019 general meeting were approved with a correction – the after school program should read Craft Club.

Treasurer Barb Ingratta presented the proposed 2019 – 2020 budget. The budget was approved with a change to the amount of classroom gifts budget amount from $4200 to $4400 to reflect the correct number of classrooms.

Report of Officers:

1st Vice President Pam Gierke announced COSI on Wheel is coming to FIPS on September 24 and volunteers are needed.

2nd Vice President Jamie Ross shared that the first fundraiser of the year, SpiritWear and Copley Socks, kicked off on August 30th and will finish up September 17th. SpiritWear is all online through Ritchie’s Sporting Goods. There are hoodies, t-shirts, and quarter zips available in adult and youth sizes. Copley Socks can be ordered by filling out and returning the order form that came home with payment to school with your student.

Treasurer Barb Ingratta reported a balance of $11,829.50 on hand as of August 31, 2019. We are utilizing the Cheddar Up application to collect money online. Barb will continue to make adjustments to the Treasurer’s Report document and suggestions are welcome.

Secretary Katie Ferrier reported sending two condolence cards to school staff since the start of school.


President Jessica Lewandowski reported that committee resource materials are being moved from paper to digital files on a shared Google Drive. Lanyard name tags have been purchased to more clearly denote PTA volunteers at events. Committee chairs should now send information for the Fort Island Blast or social media to Jessica to compile. The FIPS PTA Facebook page is the source of most recent information.

Committee Reports:

Volunteer Coordinator – Vicki Ivvin
All head room parents have been selected. Guidelines and party planning information for
the year have all been sent out. Fifteen committees have chairs/co-chairs selected. Three committees have had one volunteer for chair but are waiting for another co-chair to volunteer to help. Those still waiting for co-chairs are After School Programs, Literacy and Staff Appreciation. Six committees are still waiting for chairs to come forward - they are Art, Conference Dinners, Holiday Shop, School Kits, and Social. These committees do have quite a good number of volunteers signed up to help so just need someone to do the organizing. The 4th grade Field Day chair is pending.

Health & Wellness – Vicki Ivin
We will work with the Receptions Committee with the implementation of Teal Table - which now comes under the umbrella of the receptions committee. Walking Club dates this year will be Mondays and Thursdays September 23 until November 1st. Ali Savage will be the new organizer for that this year. Flyers and a request via Fort Island Blast will be sent out early this week to ask for volunteers to sign up to help via signup genius.

Membership – Rachel Weigand
As of meeting date, have 131 members, 40 have signed up through Cheddar Up. More flyers are going out.

Family Directory – Jennifer Mancuso
Over 100 families have submitted forms which are all completely entered. I have created a google form so parents can fill out directly and updates will link to an excel spreadsheet for quick and easy updates. I would like to get the number of families over 25% if possible. Ads are available for $5, $10, and $20 - quarter, half, and full page respectively. We have about 6 advertising so far. I would like to double that before we are finished. I will be taking pictures around the school today so i can add some visuals to the directory as well. Possible completion as early as Sept 16.

Family Picnic – Jacki Lewis
350 families have responded they will attend. Hoping high school Key Club volunteers will be on hand to help again this year. The rain date for the picnic is in the spring. If necessary, cancellations will be sent out via email from Mr. Whitaker and Facebook.

Silver Friends Reception – Candice Komlanc
Donation request letters were sent out and so far have a donation from one store and expect to get additional money from at least one other, maybe 2 more stores. I will send out volunteer request on the bottom of the rsvp sheet later this week. I will need help setting up nightly Tuesday, Wednesday and Thursday, especially since my husband is going to be traveling, so I will have to drive the kids to all their activities and do the set up as well. I will also need help serving each morning of the event. So far, everything is running smoothly.

Principal Report
Mr. Whitaker thanked everyone for attending and emphasized that individuals are welcome to bring young children to meeting. Thanked the PTA for the new playground equipment and said it is really being enjoyed. We received PTA of Excellence Award for third year in a row. The new
air conditioning system is working well except in office area. September 30, 2019 will be a ELA and Math Technical Night to share new resources and help parents access them. Brief discussion of school safety and review of how to operate door barricades in case a volunteer is present in school during a safety drill. Parents are encouraged to contact him with any questions or concerns.

Meeting was adjourned at 10:24 am.