

**St. James PTA Meeting  
Wednesday November 10, 2009  
8:15 a.m. Cafeteria**

**OPENING:**

**Opening Prayer: Ann Mazza**

**Approval of Minutes: Kathleen Robinson and Denise Burke**

**Vice President's Remarks: Burke, Manners, Mancuso, and Mucerino- None**

**Treasurer's Report: Debbie Ryerson- Current PTA balance is \$37,089.96. The account is over because of the Fall Fundraiser. For complete report please see attached. Debbie stated that the outstanding cash advance will go out for Breakfast with Santa. Therefore, there will be no cash advances until about a week after the event- which is Sat. December 5. Original receipts need to be submitted for reimbursements. As soon as receipts come in Debbie can free up money for other events. Adrienne Lamanno and Yvonne Ciccone, event chairs, will be contacted to submit receipts as they receive them. Debbie reminded everyone about the need to use tax reimbursement forms when submitting requests for reimbursements. She stated that people will not be reimbursed from here on out if forms are not submitted.**

**Corresponding Secretary's Report: Jill Kozack**

**Receipts submitted for \$105.40 for the month of September. Staff birthday, sympathy and new baby cards were mailed to appropriate staff and school families. New baby and birthday gifts sent to Mrs. Dolan. Sympathy baskets from Dearborn Farms were sent to the Walsh and Stanley families- which were billed directly to St. James (\$103.98). Jill asked everyone to contact her with any pertinent information about staff or families - happy or sad events- that would require acknowledgement from the PTA.**

**EXECUTIVE BOARD:**

**Development: Paula Pangilinan- Sandy Abadir reporting**

Holiday Market Madness- Approximately 47 vendors will participate. Estimating about 150-300 people to attend. Signs have been posted around the area and we will continue to contact local areas to find additional locations to place signs. Radio stations will also be advertising the event, including WRAT, thanks to Patti McKenna for setting this up. Caterers will also be given tables for baked goods and box lunches for vendors. Vendors will be listed on the flyers. Some tables include: Celtic items, clothing, international goods, and hand knit items. Teens will only be charged \$1 admission.

**Report attached for Monmouth Mall SchoolSense Program, Brothers Night , and Christmas Stocking Stuffer events.**

**Newsletter/ Royal Reporter: Vera Hough**

Submission deadline for the December newsletter is Thanksgiving. Beth reminded everyone that if you have an event coming up or had an event in the previous month a report needs to be submitted. Please be on time with submissions.

## **COMMITTEE CHAIRS:**

### Kindergarten Social- Kenna Brockried

Report submitted. Date is set for January 9, 2010. Secured a DJ for free. Requesting \$300 for event supplies. Approved by Elizabeth Mancuso and Kim Cottell.

### Father Daughter Dinner Dance- Kathleen Robinson

Event date is set for Sunday, March 7, 2010 from 1-4 pm at McLoone's Pier House in Long Branch. There will be a Mardi Gras theme. DJ has been secured- Video DJ Bob. The Image Shop photographer is to be confirmed. The price will remain the same as last year- \$30. "Save the Date" will be sent to the PTA for approval by December 1. Per approval, distribute in WIN envelopes by December 11. Invitations will be mailed late January 2010. Kathleen asked to promote the event on the school website. Beth advised her to speak to Maria Rimmele. Information must be approved by the co-presidents first and then approved by Mrs. Dolan. Pictures cannot be used unless approved by Mrs. Dolan first. Kathleen will be contacting the office for the names of all girls in attendance to mail invitations. The chairs would also like to contact some 8<sup>th</sup> grade girls regarding ideas/ details for the dance in an attempt to make it more special for them and to help pick out the gifts. Beth and Linda will put her in contact with their daughters. Kathleen requested \$1000 for "Save the Date"/ paper/ invitations/ decorations. Approved by Vera Hough and Denise Burke.

### Mother Son Outing- Denise Burke

Outing is scheduled for Sunday April 18<sup>th</sup>, 2010. Booked Lakewood Blue Claws Picnic BBQ and game. Picnic starts at 12:30, which is a half an hour prior to the start of the game. Private BBQ lasts for 1 and ½ hours to include chicken, hot dogs, hamburgers, salads, fruit. Seats are on the 3<sup>rd</sup> base field level and access to kid zone playground is included. Cost is \$25 Adults and \$17 Children. Bracelets given to leave the park and gain readmission. Booked for 150 people. Need a deposit of \$250 to be paid directly to the Blue Claws.

### Red Ribbon Week- Colleen Hennen

Event took place Oct. 24-31. Students received red treats- Twizzlers, bracelets, bookmarks, and pencils. Signed a wall-sized pledge card outside the gymnasium. Participation and enthusiasm for the poster decorating contest was wonderful, and many thanks go out to all the students and SJS staff who got involved in the week long event. Red Ribbons were adorned outside the school, on staff, and on the students who enjoyed a red dress down day to show their commitment to be drug-free. Receipts totaled \$139.70 for donuts, satin ribbons, twizzlers and misc. items. Grant money was used at the end of last year to purchase the hallway signs (which are reusable), exterior ribbon, pencils, bookmarks, and bracelets.

Dean's Florist in Red Bank donated their services in making the exterior red ribbons because they felt this was an extremely worthy cause. Thank you to them.

### Grandparents Tea- Kim Cottell/ Josie Cook

Over 150 responses have been received. New flyer going out this week. Still looking for volunteers for baking, helping, and students. Oriental Trading order given to Mrs. Dolan- will place order. Kim and Josie are requesting to purchase a photo printer. Obtained 2 prices on Amazon.com- sale price is \$100 with super saver. Beth stated that you need a good quality printer. Debbie Ryerson suggested looking at the price of the ink cartridge - which could be costly and need to be replaced frequently. We may be better off purchasing a better printer with less costly cartridges. Kodak printer was suggested for its low cost ink. Maria Tamburri and Elaine Goumas approved \$150 for the printer. Sandy Abadir stated that she will replace the cable for the old printer to make the picture better.

### Spirituality- Ann Mazza

Flyer went out for Advent Wreaths. Trying to keep costs down and do it economically. Selling box of candles with a prayer book and wire wreath for \$5. Ordered from Good Sheppard Shop- will place order and bill directly to SJS. Women's retreat booked for March 6<sup>th</sup>- the day before the Father Daughter Dinner Dance. Received \$100 deposit. Only 30 women able to attend. The day will start with mass in the AM. Cost is \$40 per person and includes lunch. Event will be at Stella Maris in Long Branch. Speaker needed but Ann is concerned about increasing the price, this cost could be \$150. Beth and Linda suggested getting the speaker first and then ask for the fee.

### Children's Programs- Kathy Cleary for Kate Niesz

Requesting \$1500 for Franklin Institute to come to SJS. Kim Cottell and Elizabeth Mancuso approved.

### Care Steps- Elaine Goumas

Sunday December 13 at noon Christmas Caroling at Asbury Towers- Assisted Living and Low income housing. Newark sisters from the convent are there as well. Requesting for \$100 for goodies. Vera Hough and Maria Tamburri approved.

Update on Lunch Break provided. No longer accepting prepared food items. Will coordinate to set up dates for the students to cook there. Beth suggested setting up dates by groups (ex. Grades or teams) to increase participation.

Elaine was interested in having a "bumper sticker sale" to raise money to support a child/ sponsor a child. Suggested selling "Jesus is the Reason" stickers for \$4-5 at Grandparents Tea or Breakfast with Santa. Flyer would be sent home to inform parents. Sandy suggested contacting the Knights of Columbus where you can get magnets for \$1.75 (much cheaper than the sticker). Will purchase 300. Approval of \$600 from Ann Mazza and Kathy Cleary.

Outreach with St. Anthony's- they are establishing a "Soul Kitchen". Hired a chef - all other staff will be volunteers. This restaurant will be asking people to come in and pay for a dinner that will then turn around and feed others who cannot afford or are unable to cook. Christian Service hours may be provided to any student who helps children make a craft while their families are waiting in line for food.

### **OTHER BUSINESS / CLOSING:**

#### Front Lobby Planting- Elizabeth Mancuso

Elizabeth will be changing the plants near the front lobby today. She will be planting bulbs, pansies, cabbage, and mulching the area. Mrs. Dolan is asking for wreaths for the front doors. Maria Tamburri and Sandy Abadir approved \$50 for wreaths. Elaine Goumas volunteered to get the wreaths.

Elizabeth also inquired about using part of the Bulletin Board in the front lobby to advertise school activities. Mrs. Dolan stated it is used by the art teacher. Linda Murphy asked for another bulletin board. Mrs. Dolan expressed concern for it becoming messy - adding that it would need to be kept clean. Problems discussed about how to hang it on the walls.

#### President's Remarks- Beth Coakley and Linda Murphy

Catholic Schools week will take place in January again. PTA provides lunch to the teachers and treats for the students (ice cream) - requesting \$1500 for this event. Vera Hough and Ann Mazza approved. Baked goods will also be needed for teachers at the end of the week (Friday).

**Closing Remarks- Mrs. Dolan**

SJS is getting healthy again. Absentee list is going down from approximately 100 on Friday to about 44 this week. Open Houses took place in October- approximately 10 families attended in bad weather and 13 families attended the November Open House. Families in attendance came based on word of mouth from SJS families. Families were very impressed with the Royal Ambassadors. They all make a great impression. Mrs. Dolan and Beth reminded everyone that the new families will receive a Royal Reporter and it is a nice way to convey school events to perspective families. Mrs. Dolan reported that a company that a parent of a SJS student works for donated tickets to see "You're a Good Man Charlie Brown" at the Two Rivers Theater. Numerous tickets were provided. Mrs. Dolan stated that the tickets will be given to grades 3-7. Adding that the 8<sup>th</sup> grade just went on a trip and it is a longer walk for the younger children. Permission slips are being worked on. The first school board meeting took place last night. John Schmipf is the Chair. He will reach out to the PTA. It is going to take time but it is going well so far. Thank you to all the Strategic Planning members. Mrs. Dolan will have a party at her house to welcome all members.

**ATTENDANCE:**

Jill Kozack  
Debbie Ryerson  
Denise Burke  
Beth Coakley  
Linda Murphy  
Maria Tamburri  
Elizabeth Mancuso  
Ann Mazza  
Tina Catapano  
Elaine Goumas  
Kim Cottell  
Kathy Cleary  
Sandra Abadir  
Vera Hough  
Kathleen Robinson