



IACA September Meeting Minutes

09/07/11 – Monday.

7:00 PM to 8:30 PM

IACS - cafeteria

Agenda Topics

Meeting Called to Order: 6:53pm

Vote to Accept Financials: Motion made, seconded and passed to accept financials presented by Lori .

Accept Prior Meeting Minutes: Meeting minutes for June 2011 and Aug 2011 were passed around. Motion made, seconded and passed to accept prior meeting minutes. Meeting minutes are posted on the IACA website

<http://iaca.weebly.com/>. Feel free to contact Heather or Valerie if there are any questions regarding the minutes.

Open Floor: IACA will open the floor for new business at the 9-19-2011meeting. Please send an email to Valerie, if you'd like something put on the agenda for discussion at that or any meeting. vclark@softech.com

New Business /Upcoming Events:

1. Valerie spoke about IACA, last year's achievements, fundraising efforts, promoting community involvement; and she introduced new board members and thanked previous ones for their years of service.
2. The newly added sports expense in the budget was defined: We added 3 line items for sports: Fall Sports Transportation, Winter Sports Transportation and Spring Sports Transportation for \$300 each season for events that are beyond the regular schedule at the regional level or above for current IACS sports teams. These can be rolled over within the same year for team purposes and per coach request. Lori informed attendees the IACS Boys 4x4 relay time qualified for and attended the National Junior Olympics in Wichita, KS this summer and placed 9th in the U.S. They beat their personal best time competing against nearly all club teams in this national competitive event. Heather mentioned the addition of the IACA sports liaison (Lori) and Val the purpose of this position is to help us better coordinate and provide support/volunteers when needed. She briefly recapped last year's discussion/decision to not do "a booster", because IACA is an education and enrichment organization and sports are not within our scope. Through the liaison, though, we can provide manpower/volunteers.
3. Proposed budget-approval – Lori reviewed each line item on proposed budget for 9/1/2011-8/31/2012. Val explained that the HB attendance expense will be for HB liaison attendance at IACA meeting to encourage IACA meeting attendance and that the overhead expense includes pencils/papers/brochures/etc. Motion made, seconded and approved for proposed budget.
4. Annie was announced as the publicity coordinator for IACA events. She explained that the Family Journal, Connection and Dispatch no longer exist. This year there'll be a weekly email blast to all parents on Fridays and a monthly newsletter, The Hawk, that comes out at the end of each month (except for September in which there will be two). Every committee head, chairperson of events, etc. need to email Annie notifications that should be included in the emails/newsletters, which could include coming event details, cost, need for volunteers, ,etc. needs to be submitted to Annie the Wednesday before the Friday blast or Mondays preceding the last Friday of the month for the monthly newsletter. Consider the timeline of coming events to information submitted in a timely manner (e.g. November events should be included in the September newsletter, since the end of October may be too late, especially for early November events). Also, please put contact information in your blurb so that parents know who to go to for questions and to volunteer for events. Annie's email is candystp@yahoo.com
5. Contact email addresses will be posted on the IACA website for chair people and other IACA contacts.

6. Heather talked about the school's 100% club's (annual fund) goal to push 100% participation. Last year, 93% of IACS community contributed. The 100% club is separate from IACA and is driven by the Development Committee (a division of the Board of Trustees) and all 100% club money goes directly back to the school towards items like the expansion, mortgage, field projects, etc (vs. the IACA fundraisers in which money raised goes toward the IACA budget and events). The club is modeled on the channel 2 fundraiser in which donor's get gifts for depending on their level of participation. IACA assists with the promotion and offers volunteers to help with the signing up. The 100% club handles the tables and distributes the thank you products. The club will be doing an alumni calendar and drive as well. Heather encouraged people to check with employers to see if they offer a company match (some companies match an employee's contribution) to increase your donation dollars to IACS. There will be a sign displayed again this year to track club's progress. Heather invited parents to attend Walter's coffee talks (there is 1/week until the end of December), especially the 5th grade parents.

Announcements:

7. The importance of IACA adhering to the school wellness policy was discussed. Questions about this policy can be directed to Gayle Nutile Pimm, Innovation's Wellness Coordinator. We need to be sure that people planning the IACA events recognize this. Heather will contact Gayle to confirm the policy as it relates to our events (i.e dances, bake sales, home base breakfasts, etc).
8. Someone is needed to take over the IACA Weebly website. Since this can be done from home, this is a great opportunity for those who want to be involved, but can't make it to specific events. If interested, please contact Janet Morris janetmorris1@verizon.net. Weebly is a free web site is fairly user friendly and can make lots of pages / links etc.
9. Also, we are looking for a grant writer. To research for nonprofit educational support groups and write grant proposals for us. Another opportunity to work at home.
10. Tammy discussed the Yankee Candle Fundraiser. She said she has never raised less than \$10,000 with a school of 700. We'll earn about 40-43% of revenue. Tentative date of sale is 10/3-10/17 with delivery/pick up during the first week of November. She would like teacher involvement and contests of who brings in the most orders with prizes of \$50 iTunes for the student and Yankee will provide gift cards for the teacher who get the most orders. This will be for MS and HS. Volunteers will be needed to help hand out stuff and organize delivery. Homebase liaisons may be used to help with tallying. Tammy needs tax ID number to get this going.
11. Valerie described each the year's coming events, the volunteer requirements and that each event will have a chair person to coordinate and organize the event and help ensure all the details are taken care of. She also emphasized that If events do not have volunteers to run them, they may be eliminated. Susan explained the importance of getting your email into the IACA contact info database. You can always say no to a request, but it's important for us to have people to reach out to when volunteers are needed. Valerie encouraged parents to sign up now before your calendar is filled with other commitments.
12. Door prize winner – ??
Meeting adjourned 8:12pm
Volunteers signed up for events.

Attendees:

L. DiMattia, V Clark, M. Pollicelli, M. Frey, S Howard, J. Tiano, J Green, L Reed, T. Richards S. Lyna, B. Fitch, C. Sweeney, J. candor, J. Collins, T. Ward, B. Loehfelm, J. Roller, S. Hachman, S. MacKinnon, D. Fitzpatrick, D. Lyons, M. Penry, K. Bourque, K. Conran