



IACA Meeting Minutes

09/19/11 – Monday

7:00 PM to 8:30 PM

IACS - cafeteria

Agenda Topics

Meeting Called to Order: 7:09pm

Accept Prior Meeting Minutes: After Michele read the Sept 7, 2011 minutes, a motion was made and passed to accept the minutes.

Vote to Accept Financials: New student orientation expense of \$61.41 was paid out to Mariclare. Lori will check with Janet to find out if there is money being held for DI. Question raised about the missing Library line item, especially since \$500 was approved/allocated in March for library support for books or technology. A discussion at the June meeting focused on using that money to purchase MP3 players preloaded with audiobooks. Val and/or Lori will ask Janet why this line item was deleted at our budget meeting. Next meeting we will vote to put it back in.

Note: Library volunteers and lunch room volunteers are missing for sign ups.

Old Business Review:

Mariclare review of Teacher Luncheon- Went very well. She did not need the extra \$200 that was added to the budget to make it \$700. She spent \$448 getting lunch meat trays from. A motion was made and passed to bring budget line item back to \$500 from 700.

New Business /Upcoming Events:

1. A motion was made and passed to accept the proposed definition of enrichment for the purpose of securing funds from the Funding Factory acct. All agreed a music club definitely fits the enrichment club definition, so Heather will encourage the music teacher to fill out a request for funds.
2. Sara K is requesting additional money for the Plimoth field trip to help with scholarships. She will be using the enrichment money allotted for grades 5-6, but also needs to consider that 6th grade LA also uses enrichment money for a story teller which traditionally has cost ~\$400 as well as an expensive social studies houses of worship field trip utilizing two days of buses. Options that were discussed: adding a scholarship line item to the budget and recategorizing current line items to allocate necessary money, which included an option to combine all middle school grades into one enrichment budget for teachers to use judiciously. Discussed the significance of keeping enrichment and scholarships separate. So, a subcommittee of Mariclare, Annie and Sheila H. was created to research and identify viable options for next year since this comes up annually. For this year, Sara K. will fill out the form to request funds and the board will vote online to approve additional funding for this year, once the necessary amount is determined. (This was overturned based on online voting is not the general rule.)

3. Spiritwear is going very well with lots of orders coming into the office. There will be a 2-3 week turn around to get the items in, hopefully, before we break for holiday. A reminder will be added to the next email blast that there's still time to order and an order form is on the website.
4. Yard Sale-Cancelled. Lori will check to see if the track team is doing a food-related fundraiser on 10/8. If not, we will do a Snack Shack.
5. Back to school nights – Lisa Reed, Mariclare & Heather volunteered to take shifts to help at the tables for Back to School Nights. Mariclare will coordinate bakers using last year's email list of bakers. Susan will get an updated baker list to Mariclare. Gift cards were ordered and we will be selling on 9/26 & 27th. Tables will be set up in the cafeteria for the MS and in front of the auditorium for the HS. Tammy will have a table of Yankee Candle fundraiser samples displayed at back to school nights.
6. Wellness Policy - Heather sent email to Gayle regarding wellness policy as it relates to IACA events and has not heard back yet. Melissa mentioned the policy mostly relates to events where parents are not present. Mariclare will include a note in her baking request email that all items need to include an ingredient list. Homebase Breakfast item signups should be happening at ILPs and will use last year's list of approved foods. Homebase Breakfast is on 10/26.
7. ILP date 9/21 – Mariclare and Shelley manning table.
8. Motion made and passed to provide a dairy alternative at ice cream socials.
9. Lori will research prices for a trophy case for the school to display team trophies and awards
10. IACA's new storage closet is located in the lower level of the High School wing across from the elevator. We have two file cabinets. DJ equip will now be kept in this closet. Mariclare is having several sets of keys made (the new closet, the elevator, and the storage cabinet outside the cafeteria) that will be in the office on Monday. Keys will go to Val, Mariclare, Tracy, Heather, Michele and one for the Office. Anyone who has IACA stuff they've been storing at home due to lack of space at the school can now bring it in and put it in the closet!
11. Looking for a webmaster – Sheila Robinson took on this position. Will forward info on to Janet.
12. Mariclare will call Nashoba Valley Ski Area to find out what we need to book a tubing event on 1/25. We will provide information for this event and encourage parents in the next email blast to fill out an interest survey on Google. There is currently no chair for this event, but there are two men signed up to assist.
13. A motion was made and passed to allocate \$50 per year for DJ equipment and music. Any additional funding will need to be requested using the form.
14. Stel still needs help properly promoting the Scrip/gift cards, especially for the Holiday drive which is usually a large fundraiser.
15. Kim accepted IDs for CORI
16. Open chairs for events – PLEASE sign up to chair an event or recruit others to sign up, so we don't have to cancel events. Homebase liaisons are still needed for Homebase Barton and Homebase Keller.

Meeting Adjourned: 8:22pm

Attendees:

L. DiMattia, V Clark, M. Pollicelli, M. Frey, S Howard, J. Tiano, S Robinson, L Reed, K. Albert, A. Accettullo, B. Fitch, K. Wellenstein, H. Landis, S. Hachman, M. Kapeckas, S. Hingorani, C. LaRoche, K. Bourque, G. Orpen