

## **Minutes of the November 19, 2009 Meeting of the Innovation Academy Community Association**

**Attendees:** Rose Lerer, Tamara Ward, Kathy Krystofik, Kerry Wellenstein, Bryn Dews, Allyson Printz, Nichole Young, Janet Morris, Lisa Reed, Gail Falewicz, Jean Hilliker, Gwen Sandilands, Carol Gallagher

The meeting was called to order at 7:05PM by JM.

**Minutes:** Minutes from the October meeting were reviewed and approved.

**Treasurers Report:** Revenue and expense reports were reviewed and approved.

The audit of IACA financial records is scheduled for December. GF and AP will perform the audit. (KW indicated that the audit is the responsibility of the president-elect.) The info is in MS Money. GS will print out reports and give them with the binder and bank statements to GF. GS needs the books back before the January IACA meeting.

**Quality Night:** The IACA no longer sells supplies on QN prep day. Some parents preferred to send the poster boards and supplies in to school with their students while others would prefer to have them available at school. The idea of having a push cart for supplies was mentioned. (The cart would go into the classrooms rather than having the students go to a central location.) The school store was also discussed.

**Dances/Socials:** All dances held this fall have been very successful.

-Future notices for MS dances will include the words "IACA students only".

-JM purchased a dance light for \$200 (said to be a good price). This was discussed earlier via email. She offered it as a donation from her family. LR made a motion (2<sup>nd</sup> by NY) to reimburse her for the light out of the IACA budget. Motion was approved. This item will be loaned (not rented like the DJ equipment) to the HS for their dances.

-To date, we have been asking for a rental of \$200 from the HS for the use of the DJ equipment (which the IACA purchased). GS reports that the HS dance organizers have not able to pay the full \$200 each time due to the small attendance at the dances. IACA members understood that the HS is still small so the \$200 figure may not be realistic for them. We agreed to negotiate a lower rental cost but not accept a "pay what you can" system. NY will arrange for members of the HS student council to come to our next meeting (in January) to discuss this issue.

-LR suggested that we set aside a portion of the profits from all dances for an equipment fund. The amount from each dance (5/6, 7/8, and HS) would be the same. This would be used in case the DJ equipment has to be replaced. JM suggested that this should be a line item in next year's budget.

**Tail Gate Party:** This event was very successful—socially and financially.

**Roller Skating Party:** This was another successful event. LR would like to do it again at the next early release in January. She will check nighttime availability for an event like this also. Future announcements for these events will include "Cash Only" and "No Roller Kingdom passes will be accepted since this is a private event."

**Tubing:** GF is investigating the possibility of a tubing night at the Amesbury Sports Park.

**Spirit Wear:** JM indicated that Walter wanted to know if we would help with this. Profits go to the school annual fund and the IACA would get a percentage of that. JM will suggest that WL ask the HS

students if they would like to help with this project; they have been very helpful with other volunteer events.

**DI:** BD indicated that 5 DI teams want to form but there is always shrinkage. Two teams are new. Registration (\$80/team) is due Dec. 12. IACS budgeted \$60/team so BD is going to have the kids come up with the extra \$20.

**Bake Sales:** AP asked for volunteers to staff bake sale tables at the quality nights on December 2, 8, and 10.

**Ice Cream Social:** This is scheduled for Friday, Jan. 22<sup>nd</sup> and **we still need a chairperson**. The job involves buying ice cream, advertising, putting up tables about school activities, etc. AP suggested that balloon hats would be a fun, cheap activity.

**CoCo Keys:** LR is planning a fundraiser/social event there for January 30 or 31.

**Gift Cards:** NY indicated that we have a \$318.35 profit from this so far this year.

**Publicity:** The Billerica Minuteman has offered to run a weekly news brief about the school. The staff does not have time to do this so we are looking for a volunteer to do this. One person asked if Kim Burke might be willing to do this; she volunteered to put the honor roll student info in the paper. Another person suggested that HS students could do this; CG suggested that the IACA contact Ms. Richardson about this.

**Website:** The IACA has a tab on the school website. It is currently not working but will be fixed. Approved minutes should be sent to JM and for posting on the IACA website; they no longer need to be sent to Greg Orpen for the IACS site. The page will also include board member contact info, calendar of events, and CORI forms.

**Bookends:** Jean Hilliker, an IACS parent, is also an employee of Bookends, a company that does book fairs for schools. She played a video presentation about the company's book fairs and answered questions about them. They have a store in Winchester and a warehouse in Woburn. They order from 35 publishers and read the books to check for content. \$100 in cash profit=\$175 in book profit.

-Points in favor of Bookends (over Scholastic): Many parents liked the fact that they do not sell as many trinkets or celebrity-type books that have become very common with Scholastic book fairs. (CG indicated that about 25% of the Scholastic books are low quality/pop culture-type books.) Also, ordering is quite easy since volunteers scan the bar codes into sales software that keeps track of money and book inventory. Having two IACS parents on the Bookends staff should ensure that we get good customer service. JH offered that they could provide the books for summer reading again.

-Points in favor of Scholastic over Bookends: Bookends is a small company and therefore does not give us the profits that Scholastic does. GS indicated that last year we had about \$3500 in profits from the book sales. The profit would be about ½ from Bookends.

-Neither company provides books for HS students. JM indicated that the HS students could request certain books and Bookends would order them. Not many HS students have come to previous book fairs; advisories did not want to commit to specific times to come. It was suggested that we could set up wheeled book carts in the high school hallway and the students could look at them during breaks/advisories/lunch time.

-Some people suggested that since we have already had a Scholastic book fair in the fall, and profits from that were above budget, this might be a good year to try a Bookends fair in the spring. JH suggested that if we want a specific week in the spring, we should book it now; we can always cancel it. March 9-18 is a possibility.

The meeting was adjourned at 8:35 PM.

Minutes submitted by Rose Lerer, December 14, 2009