



There was a meeting of the Friends of North Syracuse Early Education, Inc. on December 20, 2018 at Main Street School.

Attendance: Janet Goncalves, Trisha Harp, Jennifer Higgs, Dawn Hussein, Jessica Kurpiewski, Linda Kurpiewski, Sara MacMartin, Regina Petrera-Chiarizia, Danielle O'Brien, Catherine Podolak, and Kate Zacharek. The meeting was called to order at 6:35 pm.

Sara MacMartin made the motion to approve the minutes from November 8, 2018 meeting. Linda Kurpiewski seconded the motion. The motion was carried unanimously.

***Treasurer's Report:** There is currently \$48,891.23 on deposit with \$21,108.82 tied up with encumbered funds and budget commitments and \$27,782.41 in dispensable funds. The expenses for the month totaled \$2,199.04. Income/net loss for the month totaled \$1,797.48. Jennifer Higgs made the motion to approve the Treasurer's Report as presented and prepared. Danielle O'Brien seconded the motion. The motion was carried unanimously.

***Wish List:** Kelle Santa and Jill Prior put in a request for two therapy sand tray basic portable starter kits with trays, sand and miniatures. Each sand tray and miniatures will be used for sand play therapy. These tables will be used for play therapy to help students who have experienced significant trauma. Sand therapy is one of the most productive for young children. Since the kits are portable, they can be used in the classrooms as well as play therapy spaces. The price for both sand trays will total \$199.98. This item will be tabled until a representative is available to attend a Friends meeting to give more information about the sand trays.

Dawn Hussein has put in a request for 6 two-way radios and 6 replacement batteries for the building. The current two-way radios have stopped working and this request is to update the radios that are currently being used. The radios are used for increased communication during emergency situations, including medical emergencies with students. Several classrooms have them for students with severe medical needs. Sometimes a new battery is enough to keep an old radio working. Each radio will cost \$179.00 each a total of \$1,074 and each battery will cost \$16.99 each for a total of \$101.94. The total for both is \$1,175.94. The request was put through rubric and passed unanimously. Once we check with the district to see if there are any radios/batteries available district wide, the funding will come out of building needs fund for the remainder of radios and batteries needed to fulfill the request.

Erin Wallace has put in a request for a large wall-mounted magnetic dry-erase board to replace the cork board that is currently being used. The dry-erase board would be used and beneficial for instruction, organization, engagement and interactive learning. This item will be tabled until a representative is available to attend a Friends meeting and give more information about the dry-erase board.

Dawn Hussein has put in a request for 1/8-page advertisement in Family Times magazine and summer camp fair booth. The advertising will run for 6 months and will cost \$156.00 per month, for a total of \$936.00. The camp fair booth will cost \$300.00. The total cost for both will come to \$1,236.00. The advertisement will run from March until August 2019. We need to continue to create awareness of our program around Onondaga County. Open enrollment for 2019/2020 school year starts at the end of February. The request was put to rubric and passed unanimously.

Dawn Hussein has put in a request for Friends to provide food for a staff development day coming up on March 18, 2019. The total cost comes to \$420.51. All paper products and the delivery fee are included in the price. The request was put to rubric and passed unanimously. The funding for the luncheon will come out of Staff Development Budget.

***Walk-A-Thon:** The date for Walk-A-Thon is scheduled for Friday, February 15, 2019. If there is a snow day on this date the make-up date is Monday, February 25, 2019. A frozen yogurt party is planned for the top three classroom that collect the most donations. Prizes for 1st, 2nd and 3rd are still being worked out.

***Therapy Ball:** Scheduled for April 25th, 2019 at Barbagallos. The pre-sale tickets will be \$20.00 and there will be a drawing for one of the pre-sale ticket holders. Tickets at the door will be \$25.00 again this year. More details of Therapy Ball will be available as it gets closer to April.

***Glitter Gala:** Glitter Gala has chosen Friends of NSEEP as one of their benefactors. One little girl and her mom will be a VIP member for the night of the gala. The family that will be chosen for this has to be a family that has benefited from Friends. One representative from the Friends board also needs to be present to talk about Friends and give a background to what our program is all about and ways we help people in the community. The Glitter Gala will take place on February 23, 2019 at the Marriot Syracuse Downtown in the grand ballroom, from 5:30-9:00.

***School News:** The construction for the sign that will be going in the front of the building will begin in the springtime. There is a part-time Pre-K position available starting in January.

Sara MacMartin motioned to adjourn the meeting. Kate Zacharek seconded the motion and it was carried unanimously at 7:31 pm.

The next meeting will be held on January 17, 2019 at 6:30 pm at Main Street School.

Respectfully submitted,

Trisha Harp