

**Center School Association (CSA)**  
**Meeting Minutes**  
**January 5, 2023**

**Welcome and President's report** – Dawn Kaczynski

- November – Cyclone Night Out at Marco's Pizza and we wrapped up the Otis Spunkmeyer fundraiser
- December – Bibibop Cyclone Night Out, Holiday craft fair; Staff Appreciation taco lunch; and the Holiday class parties
- January & February – Cyclone Night Out at Jet's Pizza (next Thursday, January 12); One School, One Book; Magic Gives Back (5<sup>th</sup> grade fundraiser); Food Drive

**Principal's update** – Kate Rateno

- Thank you for the craft fair – it was magical! The parties went well from the school's end and also thank you for the staff lunch and breakfast. We are starting off the year by getting the kids to celebrate how much they've grown and what their new goals are going to be for the second half of the year. The Construction came fast. They're doing drainage and footers now. There will be four new classrooms added in one big hallway, as well as a ramp and elevator. Miss Fiocco's room will be more office space, moving the admin to one spot, DiFranco and Jacobson's space will be turned into one big open flexible space. New build should be done by the end of this school year; interior work will be done this summer and ready for next school year. New furniture might not be ready in time for next school year, and it may be middle of next year for the elevator to come in.

**Executive Board Reports**

- Membership – Erin Lewis, Meredith Turosky
  - The numbers haven't changed in a month or two, normal for this time of year
  - We will run a mid-year promotion will run to increase membership. Audrey will see if Rick Smith will donate 2 tickets to his magic show. A name will be pulled from anyone who has signed up this year by the deadline and they will receive two tickets to the Magic Gives Back show. Sign up between now and the first week of February.
- Programming – Ashley Hess
  - Ashley will reconnect with Millridge about having a movie night in April or May.
- Ways and Means – Jen Lenz
  - Cyclone Night Out at Jet's Pizza in January
  - La Vera in February – families will need to order by the night before
  - March looking for ideas, will reach out to Kitchen 56
  - Considering a Foster's ice cream night in spring
  - Bibibop – we made \$90 but haven't received the funds yet
- Secretary's Report – Candy Quinn – send sign-ups as early as possible
- Treasurer's Report – Gina Parotta – Spring Flower and the Read- a-Thon are our larger fundraisers still this year. Most of the expenses so far are under budget.

**Standing Committee Reports**

- Room Parents – Lisa D, Candy Q, Nicole D
  - Next class party is Valentine's Day on Tuesday, February 14
  - Snack is still to be determined
  - Email to room parents will be sent out this weekend
- Staff Appreciation – Michele H, Ashley H, Rachel F
  - A Taco lunch was provided for the staff in December. Due to the time constraint, a SignUp Genius was sent out to Center families requesting donations. Going forward when we request donations, consideration needs to be given to the due date of the items in the event they are not dropped off so that enough time is available for the CSA to purchase items not donated. Michele and Ashley

will have the next staff appreciation date on February 13<sup>th</sup> and tie it around the Valentine's Day party. Possibly considering a yogurt bar. Need to let Kate know if it will be a breakfast or lunch.

- One School, One Book – Kate R.
  - District-wide – schools will all use the same book – CEO Playground Millionaire. CSA will purchase one book per family, one per staff and 10 extras. It will take about 2 weeks for books to come in; Des will place order.
- 5th grade committee – Dawn K, Lindsay R, Nicole R
  - Fundraiser – Magic Gives Back show, Saturday, February 11 at 2 p.m.
    - Ticket page is set up; sales are open to public. Center will get first choice to purchase tickets, then put on social media for other schools/community members. We will offer to 5<sup>th</sup> grade families first. Tickets start at \$20 and go up to \$50 for front row. Ticket prices are set and are the same for all their shows.
    - Students can earn prizes for selling tickets. Top seller from our school wins a prize and overall top seller from all schools wins a prize to Disney World. Selling deadline for prizes is February 8 at 6 pm.
    - It will be a two-hour show, with an intermission, held at the Mayfield High School auditorium.
    - Show sponsor will sell concessions - CSA gets 50% of sales. CSA will sell /raffle tickets for baskets (more details below).
    - Dawn to check on the Kona ice party.
  - Preview assemblies – January 12, 3 sessions, 2 grades per session
  - Outing – district approved for May 30. Planning on stopping at the Cleveland sign in their shirts and then giving the picture as a gift at graduation to each student.
  - T-shirts and Gift to School – Sara is looking at pricing for t-shirts, Gina P will look up who we used in the past.
  - Class gift – May purchase a new bench for outside the school (in addition to the one in the front). We are waiting until the magic show is over to see how much we have to spend on a class gift.
- Fundraising February at Village Trends Boutique – Ashley Hess
  - Friday, February 24 at either Mayfield or Chesterland store locations and online, 15% will be given back to the CSA.
- Food Drive – Ashley Hess, Jen Lenz
  - The food drive will be held the week of February 13<sup>th</sup> benefiting Our Savior Lutheran Church. There will be a competition among the Mayfield Elementary Schools. Center and Lander versus Millridge and Gates Mills. We will set up a flyer the week before and theme days. Winning principals get to pie the losing principals. The top grade will get a movie party, PJ day and permitted to bring an unhealthy snack. Volunteers will be needed to help with the food drive. A sign-up will be sent out. There will be boxes in the hallway and the volunteers will count the items each morning to determine the winning grade.
  - Considering another service drive in the Spring.
- February family fun event –
  - Considering having a family fun event in March on a weekend. Thinking of either the CAVS, a Monsters game or a basketball game at Cleveland State. Dawn to look into more ideas.
- Read-a-thon – Michele Hollobaugh
  - The read-a-thon will be held March 13-17. Top three fundraisers will get Barnes and Noble gift cards (\$50, \$20, \$10). Would like the teachers to promote the Read- a- Thon in class to get the students excited. Considering passing out bracelets as an incentive if the students participate. Our goal is to earn \$3,000 this year. Last year we earned \$4,300.
- Spring flower sale – Elizabeth Hamilton, Maureen Washock
  - Information on this fundraiser is still to come. Delivery day will be in May.
- Maturation program

- Kate checking with district on plans for this program. She will let us know if raffle baskets are needed, or anything else.
- CSA committees/chairs for 2023-24
  - If you are on a committee now and want off it or if you are interested in a spot on a committee, please reach out to Dawn Kaczynski
- Ongoing fundraisers
  - Market Day – not many orders so far
  - Box Tops – \$47
  - Amazon Smile – program ending in February; we will remove from CSA pages/promotions

### **New Business**

- Accountant for CSA taxes
  - Candy Q. gave Gina P. the name of a CPA and they have been in contact.
- Ideas
  - CSA will put together baskets for Magic Gives Back and raffle them off at the show. We will sell raffle tickets before the show and call the winners during intermission. Michele H. is volunteering to head it up. Deadline a few weeks before show. Jan 30<sup>th</sup>-Feb 3<sup>rd</sup>. We have extra cellophane for anyone who needs it for their baskets.
  - The themes of the baskets will be:
    - Kindergarten- Winter Fun Basket (Jen L)
    - 1<sup>st</sup> grade- Movie Night (Nichole G)
    - 2<sup>nd</sup> grade- Sports basket (Ashley H); DBAT sometimes gives out gift cards Michele will call and Gina P will ask 428
    - 3<sup>rd</sup> grade- Health/Fitness Mayfield Basket (Nicole H); wildcat fitness, water bottle, etc.
    - 4<sup>th</sup> grade- summer basket (Gina P.)
    - 5<sup>th</sup> grade- game night (Dawn K); will check if pizzaz will donate
  - We may need raffle tickets. Gina to check.

**Adjourned at 8:28** – Next CSA meeting is Thursday, February 9 at 7 p.m.