



APS PTSA Executive Board meeting-March 6,2023. Held in the APS staff lounge.

In attendance: Wendy Coomes, Mandy Chandler, Jill Healey, Lindsay Masterson, Trevor Honohan, Carrie Griffiths, Kristin Morgan, Erin Provenzale, Meri Gaston, Jamie Buechele, Will Dukes, Molly Peaden and Devin Qureshi from the Falcon Fund

A quorum was established

- I. Call to Order by Kristin Morgan at 9:00.
- II. Jill motioned to approve the February Executive Board meeting minutes. Mandy seconded. Minutes approved as presented.
- III. Officer Reports
 - a. Principal, Trevor Honohan
 - i. School update
 1. KG roundup took place this past Friday. Attendance was high. We received 43 completed enrollment packets.
 2. The state approved a half day of VPK, from 9-12. The state only approves a half day the first year a school has VPK. We have 18 available spots, first come, first served. We will also have a waiting list. Brittany Carter will teach. A parent will be the para.
 - b. President, Kristin Morgan
 - i. School improvements
 1. Water fountain-still waiting on OCPS approval
 2. Hallway mural-John Miller hoping to get sketches to us by end of March/beginning of April. International/multicultural theme.
 - ii. Kindergarten round up-see above
 - iii. Baseball field banners-taken care of through Falcon Fund. Anyone interested can email Trevor. Recommend at least \$500 donation. Falcon Fund will come up with a process.
 - iv. Field day-PTSA is funding a bounce house obstacle course and a DJ to help keep stations on track
 - v. EOY volunteer party-Lindsay will plan. Last year the cost was split between PTSA and Falcon Fund. Budget for this year is \$1,750. \$1400 was spent last year from the PTSA budget.

- vi. Interest forms-we have received 2 for board positions so far. Recommend including information about joining the board in the News from the Nest.
- c. Treasurer, Mandy Chandler
 - i. Budget report: bank balance \$73,184.43; income \$27,612.38; expenses \$17,910.05, net income \$9,702.33
- d. Communications, Carrie Griffiths
 - i. Falcon Fling communication plan
 - ii. Logos
 - iii. Newsletter requests. PIE spotlight. Send out newsletter Tuesday after spring break. Put pictures of the landscaping. Include pics of KG signs, shirts and field day obstacle courses. Save the date for staff appreciation.
- e. Events, Jamie Buechele
 - i. Fling update-food choices confirmed, golf confirmed, solidifying alcohol and Fun Planners. Fun planner initial quote was \$12,000. Jamie is trying to eliminate items to get quote lower, and is waiting to hear back. Balloons and center pieces confirmed. Cups ordered. Will created the signature drink. Kristin ordered candy including fruit stripe gum, pop rocks, runts, war heads, fun dip, push pops. We have the space event center booked from 12:00-11pm. 6:00-10:00 is the event. Which leaves time for step up and break down.
- f. Fundraising, Jill Healey
 - i. Falcon Fling sponsors and payments-we need more table and bar sponsors.
 - ii. Tickets-flash sale on Wednesday. Trevor will do a phone call tomorrow-Kristin will send him a script. Will promote in car line before and after school on Wednesday. Devin will ask if the Falcon can be there. Everyone share through their own social media. Add to grade level pages on FB.
 - iii. Auction updates-will have a power point presentation with sponsor logos.
 - iv. Sign up genius for event-need people to linger around auction items to answer questions. WPHS Dance team may be able to assist with check in. Will also need volunteers to help with the golf event. 6-8 volunteers needed at check in. Ask for 12 total volunteers. Will have some volunteers walk the event to promote the golf event. Devin, Kristin, Carrie, Jamie, Molly, Meri, Will can help day of event. This will be the "early" crew from 11:00-2:30. Meri will make the sign-up genius, Carrie to get Fling logo to Meri. Molly ask Brooke to send the sign-up genius from last year to Meri.
- g. Staff Appreciation, Erin Irvin
 - i. Superhero theme. 2 confirmed lunch sponsors (Hunger street and Bolay) Waiting on replies from Swine and Sons, Cava, Hawkers. Consider asking Sushi Lola's and Poke Hana who have children at APS, and Bem Bom. The event is on

budget so far. Takes place the week of April 17th. So far we have reached out to the restaurants we have used previously. March 27th will send out sign up genius for volunteers. End of March will send out sign up genius for staff to make choices for lunches. Tevor will look at the staff list and make additions as needed ie “permanent” subs, etc. Molly will get AmEx code to Erin and Kristin to waive activation fee. Will need to verify if there will be any testing ie ESE testing where the teacher will be present as well as a sub for their class.

- h. Falcon Fund Update-reveal landscaping plan at the Fling. John Hall-\$200,000 charge for us for the big landscaping process. Want to have a short 3 minute video promoting the landscaping project at the Fling. Show pictures of the “dirt pit” at the beginning of the year when it had “grass (weeds)”, compared to how much more dirt there is now. The DJ needs to help get the crowd quiet. Should have Trevor talk around 7:30 at night. Shut down the bars during his talk. Have dance team help corral parents from outside to come inside, but there are speakers outside. Kristin to say thank you for teachers, introduce Trevor, thank you to donors and give examples of a few things PTSA sponsors. Add slides of what PTSA sponsored to the slide show. Trevor turned in the B-14. Try to figure out how to get buy in from middle school parents.

IV. Meeting Adjourned at 10:30

Next Board Meeting-Monday, April 3 at 9:00

Next General PTSA meeting- May 2nd