



## PTSA Executive Board Meeting Minutes 5/02/19

- I. Call to Order by FW at 9:11
  - a. Introductions
- II. Approval of Minutes: moved to approve by FW, approved unanimously
- III. Officer Reports
  - A. School Report, Trevor Honohan: May is a very busy month; FSA is ongoing for various grades on various days; this evening is the spring music concert for elementary school; calculus project meeting tonight; 8<sup>th</sup> grade Gradventure is next Friday; 14<sup>th</sup> and 15<sup>th</sup> of May is evening of excellence; 17<sup>th</sup> is middle school dance; May 22nd is 5<sup>th</sup> grade graduation; May 23 is school parties; May 23<sup>rd</sup> is PTSA party; Patrols go to Universal on the 24<sup>th</sup>. Year is ending quickly but very positive, wonderful things to say. Teachers are happy to come to school. Shade will probably be taken care of before June.
  - B. President, Francee Williams
    - a. Walk & Roll Day: next Wednesday, 7:30 am. Encouraging walking to school.
    - b. Day of the Arts Friday the 10<sup>th</sup> at 9 am: ten booths for a hands-on exhibit. Excellent team will be on hand. 8<sup>th</sup> graders are painting individual rocks; 5<sup>th</sup> graders are painting stepping stones per class "path to success." Hoping to get greeters for the artists
    - c. Appreciation Event: viable options are available for the location. 6:30 to 8:30 or 7-9.
  - C. Treasurer, Suzy Strates
    - a. Account status/ Get signers on bank statement: \$13,556 is the account balance. Got School Pay up and running for tickets. Cutoff is today to send in money for new members.
    - b. Audit meeting is set for July.
  - D. VP of Fundraising, Becky Junod: *not present*
    - a. Remaining funds/initiatives: BJ will provide account balance
    - b. Founders wall
  - E. VP Cultural Arts, Lawanda Thompson
    - a. Jewish History Month – LT touched base with Penny and Dr. Dawson. LT is not sure if we can fit more activities in one month. Will be hard to find time for a field trip to the Holocaust museum so LT is looking for a representative to come to the school to talk to middle schoolers.
    - b. LT is sending an email today for calligraphy for Asian American history month (origami and calligraphy).
  - F. Student Initiatives Coordinator, Maddie Heinen
    - a. Committee Update/Screenagers: Winter Park Health Foundation is hosting. LA will have Trevor send out a community wide email with RSVP info in it.
  - G. VP Events, Kristen Reynolds
    - a. Middle School Dance: 17<sup>th</sup> from 6-9 \$3 per student can pay on School Pay
    - b. Science Night Recap: Science night went well. Mostly elementary schoolers were in attendance.
  - H. Parent Liaison Chairperson, Terri Guitton
    - a. EOY parties; teachers are very excited about the extra funds. Last staff meeting was on Monday.
  - I. VP Outreach, Rebecca DeVane: RD will do a recap with new board member. RD will move jackets and food supplies to the new location over the summer.
  - J. VP Communications, Laura Arja
    - a. Newsletter – dates, upcoming events, event recap; will prepare an email with upcoming events (dance, screenagers, appreciation, walk and roll). Will do one final newsletter, push to end of the month so she can include recaps. Will also include deadline for reimbursements in the newsletter. There will be a new parent orientation per Trevor, but date is not yet set.
  - K. Secretary, Mickey Barkett: question raised re if/when there will be grade get togethers during the summer.

- L. Brooke Castino, Parliamentarian/Incoming President
  - a. Updated Standing Rules Vote & Approval: MB moved to approve the standing rules, KR seconds, passes unanimously.
  - b. Process for Interest Forms/Appointed Board members

IV. New Business

- A. Members exchanged procedure books for 2019-20 Exec Committee Members & predecessors  
(President, Treasurer, VP Communications, VP Fundraising, VP Events)

V. Meeting Adjourned at 10:45 by FW