

## Highland PTSO

10/12/23

**Attendees:** Daemion A.D (S), Katy Bakker (A.P.), Heidi Barnes (P), Aiden Barnes (S), Robin Brosius (P), Luna Brosius (S), Brenda Bidwell (C.M), Gladys Dennis (P), Spencer Dunlap (S), Imoa Leota (P), Aimau Jr. Leota (S), Theresa Leota (P), Jennifer Occhipinti (P), Afshan Raja (P), Sylvia Whipple (P)

CM = community member, P = parent, S = student, AP = Assistant Principal

Meeting began at 5:35 with the introduction of attendees.

**Minutes approval:** minutes from previous meeting were not shared nor approved

**Principal's Report:** given by Katy Bakker

- Dinner on PT conference day for teachers - PTSO had a sign up sheet that was shared at the meeting
- Request form for teachers - Digital copy is not opening up. It was requested that Nicole Crosby check with Amy Johnson for access.
- Student government requests - Teacher's request form should be used. Requests need to be signed off by the teacher. There is no set budget for requests but it was stressed that any request of \$100 or more should provide 3 price quotes except where ASD limits the choices. A timeline should be shared as well for the expenditure of funds.
- Funds request - seeking \$500 for Highland swag for publicity purposes. Brenda made the motion for up to \$500 with an invoice. It was approved unanimously. It was requested that admins email the invoice to Brenda.

**Old Business:**

- Pizza fundraiser is currently in place. Ending 10/13
- Craft Fair/Holiday Bazaar update: 12/2/23.
  - 19 vendors have signed up so far (5 of them are Highland families). Almost all are handmade/homemade items.
  - It was brought up that students should get a table for free to sell their handmade stuff, if they so choose. After much back and forth, PTSO parent Heidi sponsored a table for students with Robin affirming to sponsor a second one if needed.

- PTSO help is needed in setting up, cleaning up and to sell food. 2 vendors are selling desserts, so PTSO will not sell desserts.
- Barnes & Noble Book Fair: 11/18/23, 10 am - 4 pm. Seeking volunteers for the children's table, read aloud corner, and chess table. Parents can sign up for increments of time. It was decided to have Thanksgiving/turkey crafts for kids.
- Student government funds: work in progress
- Sauce off/ Multicultural night: 11/17/23, 5:30 - 7:00 pm. Mr. Klauschie needs help with setting up. Each advisory makes a sauce and families bring their own sauces. \$5 suggested donation for a bowl. This info will be shared with families via the parent newsletter.

### **New Business:**

- Zoom - Sylvia updated that we cannot meet virtually due to some legal issues. It was decided to continue meeting in person.
- PTSO/Student Government current financial balances: Student government funds are separating from PTSO. School will handle the student government funds from now on.
- Continuation of current committees: revisit in January to revamp dormant committees.
- New members and secretary: Afshan was nominated for secretary which she accepted. Robin motioned and Sylvia seconded. It was approved unanimously.
- Meeting minutes - Mr. Johnson requested that a digital copy of meeting minutes be sent to the teachers. Everyone agreed.
- PTSO is missing the T from the equation. Katy shared that the school is working on getting staff involved.
- Last meeting question about after school programs and funding: Afterschool funding was coming from Covid funds. Current clubs are addenda positions. Katy will get guidance on how parents can volunteer to run a club with a sponsor(teacher).

- Family involvement committee will have a parent questionnaire for parents during P/T conferences.
- Student government report: Aiden and Luna accepted to be PTSO liaisons. Luna suggested and agreed to make announcements for PTSO during the Monday meetings. It was discussed that Kanes is looking for people to sponsor. It would work like Papa Murphy's fundraiser. Do we need to check with ASD regarding such fundraisers when one is already in place?
- School website: It was brought up that the school website is outdated. Brenda will get updated info to Katy, and Luna will help with updating the website.

#### **Treasurer Report:**

- Brenda shared the report and went over the numbers.
- We are paying Google Ads an average of \$170 monthly. It was decided to cancel the Ad and explore ways to get a free Google Ad instead of monthly subscription. It was not voted on and needs a follow up.
- We are also paying for a monthly subscription of PureTalk Teacher's phone. The phone is currently in Brenda's possession.
- Breakfast/lunch cart is being funded by PTSO and by donations from families.
- Fundraisers: We currently have 3 gift cards from last year's Barnes & Noble fundraisers. It was discussed whether teachers are aware of this resource. Katy will remind the teachers regarding the book fair and book requests.

**Bylaws:** Bylaws were reviewed in September 2020, so we are due for a review. Robin will share the bylaws with PTSO members as a read only file.

**Gaming:** Brenda suggested getting rid of the gaming license instead of paying \$50-70 a year. Sylvia stressed that it's better to keep the license and look for a gaming partner rather than cancel and then try to reestablish it again down the line.

- Yearly cost of \$50 - \$70
- Need a gaming person as Philippe is unable to continue. Currently it's only Brenda.
- Have to file taxes 5 times a year

**Conclusion:** Let's have the student government class do some of the leg work and then have a work party to do one last push to find a gaming partner. We also need 2 members to go through the training and become a gaming member. Heidi agreed to do so.

**Board development/Nominations:**

3-5 Adult seats - currently we have 4: President, V.P, Treasurer and Secretary.  
Looking to get a Teacher Rep on board

1 Student seat - currently we have 2 students who have agreed to share the load  
- Aiden and Luna  
APC-PTSO liaison position - Robin Brosius

**Events & Recognition committee:** Tabled till January

**Annual calendar:** Brenda will share digital copy with Katy to get it posted on our website.

**Next Meeting:** 11/9/23 at 5:30 pm at Highland.