

## Highland Academy PTSO

### Board Meeting Minutes

Jan 11, 2024

5:30 pm, In-Person

**Members Present:** Afshan, Brenda, Katy, Robin

**Agenda:**

**Call to Order:** 6:00 pm

#### **PTSO Contact Information:**

**email - [hacsptso@gmail.com](mailto:hacsptso@gmail.com)**

**cellphone - 907-317-6997**

**Address - Highland Academy Charter School Parent Teacher Student Organization (HACSPTSO)**

**5530 E Northern Lights Boulevard**

**Anchorage, AK 99504**

**Intro of attendees:**

**Minutes approval:** Tabled till next meeting due to not having quorum

**Reports:**

#### **Principal's Report:** (10 min.)

- Katy Bakker

Purchasing food through parent connect is going well. School is ordering Highland specific punch cards. Meanwhile Robin will bring more interim cards.

New phone policy has been put in place. It has been very successful, and classroom engagement has increased.

Nicole and Katy are looking into promotional visits to various schools. School needs more promotional material and will update the PTSO when

1/28 - Robin shared about the Community School Fair happening at the Loussac Library (run by the library).

#### **Old Business:**

- Pizza fundraiser- Update. Canceled due to lack of interest.
  - How can we get more kids involved? Sending flyers home through advisories may increase interest. Also, increased social media marketing may be of benefit. Sharing order forms digitally may also enhance engagement.
  - Spring fundraiser - School will start pushing it out on 2/21. Orders need to be in by 3/1 and pizza delivery on 3/7.
  - Future idea: Great Alaska Pizza Co. fundraiser - If we could get on their fundraiser list, part of proceeds on a particular customer appreciation day come to the school. Robin will look into it.
  - Future idea: Texas Roadhouse - rolls fundraiser - 25% comes to school. Robin will check it out.

## Highland Academy PTSO Board Minutes (continued)

- Barnes and Noble Book Fair- New Date? Not yet. Brenda emailed them and will follow up.
- Facebook - Robin checked with Jason and there shouldn't be an issue with using Highland facebook page for PTSO purposes. It was decided to have a separate Facebook page for the winter bazaar.
  - Vote to remove the PTSO facebook page will take place in the next meeting due to not having a quorum.
  - Brenda will remove the PTSO family page (motion was passed in the December meeting).
  - PTSO will provide blurbs for the upcoming events.

### New Business:

- Elections - next meeting
- Mission Statement - next meeting
- Snacks for next meeting - PTSO will stock non perishable snacks for meetings

Project Proposal Fund Requests (10 min.) - **Do we have a digital copy yet?** Katy emailed Amy.

**Student Government Report:** (5 min.)

**APC Liaison Report:** (5 min.)

- Robin - no report this month as Robin missed the meeting.

**Treasurer:** (5 min.)

- Brenda

### ● Financial Update

- Regular PTSO Account:
  - Ending Balance: \$15,528.26
  - Income: \$
  - Expenses:\$
- School lunch expense - awaiting November through December invoices. Katy will check with Kari.
- Barnes and Noble card - all of the previous gift cards balance remaining \$98.98. Available spending balance: \$1043.49
- Can we get on pick/click/give? School will not be able to but PTSO may be able to get on it. Robin will check with Aquarian as they may be on it.

**Governance Committee:** (25 min.) - Robin, Sylvia, Brenda

### ● Bylaws

Plan for Jan/Feb Bylaw review

[FINAL\\_Approved Amended Bylaws May\\_12\\_2021.docx](#)

### ● Gaming

- Gaming Update

### ● Board Development/Nominations

## **Highland Academy PTSO Board Minutes (continued)**

- 3 - 5 Adult Seats
- 1- Student Seat
- APC-PTSO liaison position - Robin Brosius

## **Events & Recognition Committee: (25 min.) -**

- **Annual Calendar-** It is now on the school website
- **Phoenix Membership Drive**

## **Upcoming Meetings: (5 min.)**

- **Next meeting Feb 8th, 2024 @ 5:30 pm** - Future meetings will take place both in person and online. Katy and Robin will be hosts for the zoom meeting.
- **Meeting adjourned at 7:15 pm**