



## PTSA Executive Meeting

### Meeting Minutes

3/4/2020

#### PTSA Executive Board Meeting Minutes – 3/4/2020

- I. Call to Order by BC at 9:06
- II. Approval of Minutes: unanimous approval
- III. Officer Reports
  - a. Trevor Honohan, School Report
    - i. Calming Room: Molly Peaden is working with Destiny Pacha on the calming room. BC circulated a site plan of the calming room. Will be located on 3<sup>rd</sup> grade hallway. \$1,500 should pull everything together to finish the calming room. \$300 was already donated, so they are asking for \$1,200 to be contributed to finishing the calming room.
      1. Question was raised as to which fund to use to pay the difference for calming room – Falcon Fund or PTSA. Balance of the Falcon Fund is \$69,487.15. BJ moved to approve the \$1,500 to finish furnishing the calming room from the Falcon Fund, seconded by TF, approved unanimously.
    - ii. West WP Meeting Recap: Principal’s “Pick and Roll” event went well. Trying to do more with families who rely on the community center. Asking students to come to the school for more of what they need rather than the community center. 46 kids live in this zip code, and 32 of them showed up. Each student had a clip board with their name on it. They sat down with their parent and offered suggestions and praise. Academic goal and a social behavioral goal. Then went to the gym and shot free throws against officer Vance and picked a team Team Dawkins or Team Honohan. Did a digital graphic with everyone who showed up on the video board and called kids up for recognition. Staff cooked hamburgers and hot dogs. Event was a total of an hour and a half. Three people signed up for PTSA.
  - b. Becky Junod, Falcon Fund Report
    - i. Collaboration Space Update: BJunod found the OCPS vendor who has worked with Orange County on school needs. The collaboration spaces will be different depending on input from teachers. BJunod has scientific evidence and research supporting need for collaboration space.
  - c. President, Brooke Castino
    - i. Nom Committee Update: Committee is working toward a final slate for next year’s board.

- ii. Procedure Books Please compile procedure books for turnover to new board.
  - iii. Spirit Store Update: Angie Montenegro owns a boutique in Baldwin Park called Soar. Opening a new boutique on Corrine with a skate vibe and will carry APS items. 25% of profit goes back to the school. Back door will be open from 3 to 4 for kids, and she will do pop ups at school events. She will have merchandise and will take orders. Kids can be involved by being models, helping sell products at pop ups and create shirts. She will be open in April. Kids can help name the APS section of the store. Consolidate licensed products under her so that she recovers her investment. Her turn around time is a week, compared to weeks for ordering from the PTSA. She will carry shirts, plastic water bottles, metal water bottles, etc. She knows how to market both elementary and middle school.
  - iv. Two seventh graders won a \$2,500 grant to do a swap shop to emphasize sustainability and saving money.
  - v. Appreciation Event (May 14): Lombardi's location is a consideration. BJunod will assist with identifying a location for the event.
  - vi. Thanks to Mr. Carswell who helped to install shelving in the file room.
- d. Treasurer, Wendy Coomes
- i. Total income \$106,427.52. Current Balance: \$51,518.89 after expenses.
- e. VP Fundraising, Kristen Reynolds
- i. Benches: Teachers bring their own chairs to sit while watching kids at recess. Suggested that we purchase some benches for the teachers instead. Benches can be moved located where it makes sense. Buddy bench will go into a specific location in the concrete.
- f. VP Events, Kristin Morgan
- i. Night at the Nest – this Sunday, 5-7: BC asked about opening bathrooms. KM has a good team preparing for the Night. MH said that the baseball team has been working on the field to make it playable. KR asked if we need paper towels and soap for bathroom. Winter Park Music Academy band will perform. Food trucks will be present.
  - ii. Staff Appreciation Week Recap: went well. Chairs were great and verbally agreed to do it again next year. We had over 50 donors and sponsors.
  - iii. Black History Month Recap: Coordinated a Black History Children's Book Author Visit in the Media room for multiple grade levels. Author Lee Chavous spoke in 2 sessions and discussed his background as an Author, why he wrote the books and for whom and fielded questions from the students. There was great participation! Wrapped up with (2) book signings. Did not require payment, but the school purchased \$400.00 worth of books.  
Coordinated and booked a local African drum and dancer performer, Olabayo Ogunrinola.  
Partnered with a school parent Heather Van Dyk, her husband Kevin is from South Africa and he was a Guest speaker on School News. Heather also pulled together books to feature in the Media Center.

Purchased decor and decorated the Cafetorium for the Thursday, Feb.27th Black History Month Showcase.

Talent Show – April 24<sup>th</sup> : several parents helping and many students involved.

- iv. Art Show at Leu Gardens: we need to help art teachers coordinate catering. Leu Gardens wants to display arts.
- v. TF suggested that there be a co-chair to help with events because we have so many. BC said that Karina has been helping with the history months. FW suggested that we instead keep the VPres of events, and appoint a non-executive board member for VP of cultural arts as we have done this year. BJunod stated that we have a lot of events and that it is hard to keep the pace. BC suggested that we have some events such as the Falcon Fling and the Falcon 5K stay the same, and continue to change certain events from year to year such as going from International Night, to Science Night, to others.

g. VP of Communication, Brittany Johnson

- i. Newsletter – dates, upcoming events, event recap

h. Outreach Coordinator, Maddie Heinen

- i. Cleaning Supply Drive: MH did not receive any cleaning supplies.
- ii. Mheinen thanked Francee William’s Girl Scout Troop for organizing the lost and found room.

i. Parent Liaison, Terri Guitton

- i. Monthly staff meeting clean up: TG proposed that teachers take turns by grade who is cleaning up after their staff meetings.
- ii. TG proposed a middle school social. BJohnson suggested Broadway Bowling. MB suggested roller skating.

j. PIE Coordinator, Will Dukes

- i. Committee meeting/update: PIE members want to plug in and be involved, but want their efforts to make a difference. Danielle is liaison with PIE. She helps with Sprit Night and Teach In. BC asked if there is a way for the PIE members be available when needed. BJ stated that we need to find a way to recognize those PIE members who contribute. BJunod suggests meeting before spring break with PIE members if possible.

#### IV. New Business

- a. Principal Honohan mentioned that one area of the common area is a dust bowl from constant use for the last year and a half. He suggested that we rotate the kids to another area while this area recovers. Carroll Bradford proposed a plan to renovate the area which will make it more usable and keep it from being a dust bowl. Implementation of the plan will cost about \$100,000. Board discussed how to pay for the outdoor area. Will Dukes suggested a personalized brick for minimum donations. FW suggested bringing in PIE members for donations. Principal Honohan suggested recognition with puzzle pieces in the turf. BJunod suggested reallocating collaborative funds to the outdoor area.

- i. Action Items:

1. Board agrees that this outdoor area is a priority;

2. Collaborative spaces can continue on a lesser level;
  3. Will Dukes set a meeting with PIE to spearhead a marketing initiative next Wednesday at 9 am. Will Dukes and Allison Hannon will be responsible for presentation. BJunod suggested levels of donation; BCastino suggested that the community have an option for \$100 for brick, \$1,000 for a bench. WDukes suggested purple and green bricks.
- b. Wendy Coomes suggested a skate night for the school. WC suggested booking it soon and will call to find out when we can go. BC suggested having them twice a year.
  - c. Annie, the Play, still needs a spotlight and microphones. Allison Hannon asked if the PTSA is willing to pay for these items. Spotlight is \$500, and the microphones are \$440 each and we need four. Total needed is about \$2,300. WDukes moved to approve purchase of the spotlight, BJohnson seconded; motion passes unanimously.
  - d. Officer Vance recruited a couple of students to help him make a video. Officer Vance is coaching kids to take the drills seriously and follow procedures. Elementary students call the drill the "Locks, Lights Out of Sight" drill.

V. Meeting Adjourned at 11:15 by BC

\*Next Board Meeting Wednesday, April 1, 2020 @ 9am / Next General Meeting Tuesday, April 7<sup>th</sup> @ 6:15pm