

PTSA Board Meeting Minutes- Monday, November 14, 2016 @6:30 pm

*Meeting called to order at 6:33. Tina welcomed everyone. Members in attendance were: Dr. AJ Muttillio, Holly Laird, Tina Subasic, Ginger Mann, Charmane Dail, Wendy Finger and Jennifer Bateman.

*Dr. Muttillio reported that Wake county reports are out for school system, Leesville had higher growth than the county wide average, did well overall. Can find the report on wcpss website. Pleased with results. Positive feedback from staff and growth from students on our report. One change that may be helpful to continue growth is to add more honors and AP level classes for Leesville students. Other schools have a lot more options, but still students doing well even with fewer options than IB or magnet schools. Very positive report!

Staff feels appreciated and has really enjoyed the lunches and treats from PTSA.

Update on locker bay project: Right now, the project is still in process. Discussion still ongoing about funding help from a grant and bidding by two Wake county schools vendors. Reaching out to a vendor in Garner, hoping to get moving on it soon and get it completed!

Update needed on security cameras, working with a security company to upgrade and add security cameras on campus. Vandalism occurred in some trailers, so prioritizing this project and hoping to get it in place as soon as possible.

Holly Laird reported that staff really enjoyed the barbecue lunch and the other early release lunches. They felt that this year has started off better and they commented on how well the luncheons have gone. Very grateful for the PTSA events for staff.

Tina reported that things seem to be going well. No minutes to approve since our last meeting was a working meeting, not a school day due to hurricane, so no official meeting. **Still a need to look for a committee or at least someone to volunteer for grant writing help for our school. Currently, AP Anne Waechter handles them, but needs parent help.*

**Continue to send Donna emails early to include in the yahoo email blast in advance for upcoming events.*

**Nominating Committee formation to be discussed December meetings.* Jennifer (Secretary) will be part of the committee, still need one more board member and one chairperson, and either 3 or 5 total, it must be an odd number. Ginger to reach out to Beth Lucas about being on this committee. *This will be formed before Thanksgiving, via email.*

**Tina also to email board to get a feel for who is eligible to stay on the board in current positions, who intends to/is willing to stay in current spot or switch roles. (Charmane and Tina have been in current roles for two years, so they won't be able to do same positions.)*

Wendy presented budget updates. In need of donations and more memberships. As of end of October, we had about 124 staff members joined for PTA. Will create a donation blitz to ask for help with our PTSA donation. *Tina to write up, with input from Charmane and Wendy, to ask for donations since end of tax season, may be a good time to ask.* If we have a goal, may be easier to get donations from parents willing to help out directly to the school.

Suggestion by Wendy to figure out a Frequently Asked Questions panel somewhere for new parents navigating high school and beyond. Will talk about this in future planning events.

Jennifer reported nothing needed, but still writing thank yous to community and printing/laminating sponsors. Need to come up with a bulletin board to display these. She has them ready to go and continually puts them in the notebook. Asked if anyone knows creative, art inclined parents to assist. Tina suggested looking at Jemalia's volunteer list to see if anyone matches up, or to just email out all of them to ask. **Tina to ask Jemalia to send volunteer spreadsheets to Jennifer for a list to ask if anyone is skilled at creating bulletin boards.*

Charmane reported that a "No fuss fundraiser" committee has been formed. They are working on eat out night events, etc. Jersey Mike's agreed to this already, more to report later on that once they are set. Asked about how to make sure not to coincide with other groups so we don't end up doing events at same places/times. Dr. Muttillio suggested getting in touch with Kathy Flor to check on master calendar. Hoping all boosters are posting on their calendars and can check their websites as well.

**Charmane to write up a blurb to publicize a membership blitz in January, per Tama, after the holidays. Will send email to Donna in January for this. Charmane/Wendy to also include a donation appeal write up to get to Donna.*

Spirit wear sales are up from last year. Charmane will have special order items out soon via website, twitter. Also suggested to think about online sales next year and raising prices. Will be selling at basketball games in December.

Tina reported for Caroline: November is the Thanksgiving pies collection for staff, coffee carts December 8 set up in lounge, and more ideas being discussed further into the year. Cookie exchange program for holiday treats for staff being organized now.

Ginger Mann working on academic boosters events. For first quarter, All A honor roll students will get a Chick-fil-A sandwich and Which Wich providing chips and a cookie for students. The freshmen and seniors will be together and sophomores and juniors, because of numbers. Janis Lawrence is working on invitations for that and will be sending those out to honor roll students. For A/B honor roll students, a cookie will be given to them, donated by Moe's.

Honor cards planned to be distributed end of second quarter. *May need help with this project.*

Stephanie King has printed certificates for the Presidential Volunteer Service Awards. This event honoring award recipients will be held on November 29 at 7pm in cafeteria area. Invitation sent out via email to all the recipients and will send again in case parents missed it or did not know if they could attend yet. To be sent again this week for RSVP.

Tina reported that Donna still looking at working with google groups, but for now using her personal email to send out yahoo email blasts.

Meeting adjourned at 7:56 pm.

Next board meeting is at 6:30 pm in the Media Center on Monday, December 12.

Upcoming Dates:

Nov 16- Coffee cart

Nov 22-Pies for Staff

Nov 23-25-Thanksgiving Holidays

Nov 29-Presidential Service Awards Ceremony, 7:00 pm, cafeteria

Dec 2 – Early release, serve staff lunch

Dec 12- Board Meeting, 6:30pm

Dec 21- Cookie Swap for Staff

Dec 22-Jan 2-Holidays

Jan 3- Student College Panel; 6:30pm, Media Center

Jan 9- Board Meeting; 6:30pm

Jan 16- Holiday

Jan 18 – 23 – Exams

Jan 20- Early Release- No staff lunch this day (exam week)

Jan 26- Second semester Open House and Pridewear sales, 6:00-8:00pm

Jan 27- Teacher workday

(Red Text denotes Action Items)

Submitted 11/15/16, Jennifer Bateman, PTSA Secretary