

**Meeting Minutes**

Tuesday, March 21, 2023

**I. Call to Order**

The meeting was called to order at 8:17 am by President Roberta Panepinto.

**II. Approval of Minutes**

President Roberta Panepinto reviewed the February 14, 2023, Meeting Minutes. Erica Ortiz motioned for the minutes to be approved and it was seconded by Shay Stallworth. The motion passed unanimously.

**III. Reports from Board**

President's Report

Roberta Panepinto welcomed everyone and thanked everyone for all their work, so many workings leading up to finishing out the year. Lots of things going on behind the scenes: Egg my Yard, Hospitality, Nominations, etc.

Treasurer's Report

Roberta Panepinto gave the Treasurer’s Report. The previous balance of the PTSO bank account was $19,521.92 (Feb 14, 2023), and a current ending balance of $20,325.70. Paypal and Venmo transfers have been completed. The South State bank account will be closed as soon as all the remaining checks clear. The checking account balance will then be transferred over to the new Pen Air checking account. Tina will be available Wed-Friday for reimbursements.

School Sponsor’s Report

Mrs. Cassevah wanted to thank us for all that we do. Maggie’s Miracles event will be held at PHS Sunday 3/26 at 2 pm. Jeans for teens is still going on; any donations can be brought to Mrs. Cassevah’s room.

**IV. Old Business**

Steam Fest (Community)

PTSO had a table and sold $200 of swag during the event. There was a good turnout and community questions about PTSO. Next year we may have an activity for the kids and probably will not sell any items, because it was a free event and we were the only club selling anything.

Incoming Freshman night would be a good time to have a table and sell some inventory.

**V. New and Ongoing Business**

Nominations Committee

Jennifer, Cass, and Mrs. Cassevah are the current nominations committee. Jennifer Smith presented the recommended Slate for PTSO 2023-2024 board. The following members have been nominated to the board. This is an open election and we are still accepting nominations if anyone wants to run for the following positions. We will be voting on the Executive Officers at the next General Meeting, April 11th.

 PRESIDENT: Roberta Panepinto

 CO VP 1: Erica Ortiz

 CO VP 2: Lora Steele

 TREASURER: Jennifer Smith

 RECORDING SECRETARY: Emily Pike

We also have appointed committee chairs listed, see attached file. There are still several openings for members to be involved in the different committees. Several of the incoming freshman moms will be involved in the committees.

Egg my Yard (Community)

We may only make $1,000 profit this year, possibly due to a lot of our kids getting older and we aren’t reaching as many as the younger kids. There is also some other competition out in the community. Our fundraiser is being extednded to March 31st. There is usually a boost of orders, as the deadline approaches.

Membership Update (Community)

Erica gave the membership update: There are a few members being added, due to the Senior Scholarship opportunity.

Food Pantry/Feeding the Gulf Coast (Community)

20 boxes were delivered to students before spring break, which was about 600 lbs of food. The grant is still open with Feeding the Gulf Coast; we are still receiving food each week from them. We do still need to purchase some items to fill in for needed food, depending on what arrives from Feeding the Gulf Coast. This is a big commitment for PTSO, it is several hours every Thursday to organize and deliver the bags to students. Two seniors have been wonderful helping with the food pantry this year. Erica would like to give these students a little goody, or something, even though they do not want anything. Mrs. Cassevah says SGA can appoint two students to be trained and head up assisting us next year.

Hospitality Updates (Appreciation)

Sonic drinks for teacher members is scheduled for March 24th. Teacher Appreciation week planning is currently in progress. Cassandra , Mrs. Sessions and Mrs. Cassevah will discuss and determine where to have the teacher lunches (possibly the theater room). May 2nd is a testing day.

 Aloha! Teacher Appreciation Week:

 Monday 4/24: Aloha Snacks (Mailroom)

 Tuesday 4/25: Island Lunch (location tbd)

 Wednesday 4/26: Kona Coffee & Breakfast Treats (Mailroom)

 Thursday 4/27: Mahalo Cards to teachers and Leis in mailboxes

 Friday 4/28: Luau Lunch (location tbd)

 Tuesday 5/2: Beachy Lunch (location tbd)

Fundraising Update: Birthday Ads (Community)

Birthday ads are still going on. We plan to do one more push before the end of the year, reminding parents to get the orders in for April and May.

Further Discussion

April 11th PTSO meeting we will discuss nominations and vote on the incoming PTSO board.

Mr. Shell presented the PTSO with a recognition certificate from Santa Rosa County, at his recent March principals’ meeting.

We have recently purchased a wagon for PTSO to easily transport items. We would also like to purchase a tent, or two, to use for outside events, like Freshman Day, Painted Parking Spots, Steam Fest, Homecoming Festival, etc. Logo printed tents run about $700-$1,000. Lora has also priced other tents, that come in red or blue, and include a rolling bag and sand weights, for about $300. Discussion about adding a vinyl PTSO logo later.

**VI. Upcoming Events**

Mar. 24: Staff Members Only – Sonic Drinks

April 1st: Egg My Yard Spring Fundraiser Delivery

April 7th: Senior Scholarship applications due

Apr. 11: PTSO General Meeting and Elections

Apr. 14th: Military Student Ice Cream Social

Apr. 24 – 28: Teacher/Staff Appreciation Week

May 2nd: Teacher Appreciation Lunch

May 6th: Prom

May 8 – 12th: Senior Week

May 8th: Senior Awards 6 pm

May 9th: PTSO Transition Meeting

May 10th: Senior BBQ

May 12th: Pep Rally, Next Steps Day, and Senior field trip

**VII. Adjourn**

The meeting was adjourned at 8:58 am. The following members were in attendance: Roberta Panepinto, Jennifer Smith, Shay Stallworth, Erica Ortiz, Claudia Cassevah, Nica Marshman, Sarah Baltimore, and Cassandra Hazelwood.