

**General Meeting Minutes**

Tuesday, September 13, 2022

**I. Call to Order**

The meeting was called to order at 8:03 am by President Roberta Panepinto.

**II. Approval of Minutes**

President Roberta Panepinto reviewed the August 16, 2022, Meeting Minutes. Carmen Bailiff motioned for the minutes to be approved and it was seconded by Erica Ortiz. The motion passed unanimously.

**III. Reports from Board**

President's Report

Roberta Panepinto welcomed everyone. She wants to thank our entire board for their hard work on all things going on behind the scenes; planning, communication, etc. and many things going on during this busy time.

Treasurer's Report

Tina Melder gave the Treasurer’s Report. The balance of the PTSO bank account was $18,132.71 as of September 13, 2022.

Amazon Smile Donation has come in, also some more money from memberships and tee shirts. Expenses that have come out include tee shirts and reading café, and paypal expenses. We also had to deposit $25 to open our new Pen Air account that will take the place of our South State account.

School Sponsor’s Report

Mrs. Cassevah wanted to thank us for spreading the word about the Homecoming dance tickets; these may only be purchased at this time through the S2 app. This is the PHS bookeeper’s decision. Only 64 tickets have been sold so far; she is hoping ticket sales pick up as the dance gets closer. Mrs. Cassevah also wanted to thank us for spreading the word about the Homecoming parade and festival. It is free for community groups to participate in the parade, and there is still space if we know of any additional groups that would like to be a part of the parade. The line-up for the parade will be at the bus ramp, and participants will walk down Norris Road and onto Pace Patriot, to end the parade at the back of the football stadium. The cost for businesses having a spot at the festival will be $200. Anyone interested can contact Mrs. Cassevah. Enchanted Forest is the theme for the Homecoming Dance. Tank the Tigers is the theme for the football game.

**IV. Old Business**

Sunshine Mail Treat (Appreciation)

Large boost in our membership, plus inflation has increased our costs and resulted in spending a little more than originally budgeted. The teachers and staff all appreciated the treats.

Reading Café (Community)

Very successful event, especially with the book club student members volunteering. There were a lot more students than anticiapated; we ran out of donuts, coffee and hot chocolate. Next time we will use a larger coffee pot and also need 30 dozen donuts with the anticipated turn-out of students (and a few teachers).

**V. New and Ongoing Business**

Budget Vote

Motion by Cassandra Hazelwood to increase Teacher Member Events to $1,500 (from $1,200). Motion seconded by Lora Steele. Vote for this change and the approval of budget passed unanimously.

Membership Update (Community)

We have lost some new teachers from the beginning of the school year. Erica is sending membership letters to any new teachers. Erica will update the board when she updates the list and determines the exact number of current faculty members (definitely more than 120 memberships). We are very close to 100% faculty participation.

Fundraising Update (Community)

We may sell any old apparel and swag during Homecoming festival or some pop-up shops during school. We have very limited inventory left.

Amazon Smile donation received in September was $102. We have sold 64 birthday ads so far this school year.

Classroom Grants (Enhancements)

Sarah Rhoades updated us saying that we received $8,000 in grant requests. It has been determined that all the requested items could be purchased for closer to $7,000. Our budgeted amount for grants is $6,000; PTSO should be able to cover all of the classroom requests, but we will still ask for grant donations from parents. SignUp genius has been created for parents wanting to help with the grant requests. We will include PTSO membership for people that donate anything over $20 towards the requests. Natalie Lambert mentioned that Wufoo has the capability to have a sign up for the donations, and can collect the payment at the same time, making it more streamlined, and we may decide to utilize this for next year.

Food Pantry/Weekend Bags (Community)

Erica Ortiz is leading the food pantry start-up. Immanuel Baptist donated backpacks, and we have received some small donations of money. Erica is trying to work with Feeding the Gulf Coast, waiting for a call back. The backpacks include food items, pens, paper, toiletry items. 15 bags were made up, 6 were handed out. Our goal is to establish a three-week food pantry to be housed at the school (hopefully use the previous ISS cage for food storage). We will be opening a clothes closet as well. Guidance department is helping to find kids who may need the services.

Homecoming Parade/Festival (Community)

October 6th at 3:30, PTSO will line up for the parade (behind Freedom Hall). Wear any PTSO shirt. The festival and pep rally will be held in the football stadium. Mrs. Cassevah will determine if any of the student-led groups will be finding food trucks to commit to the event. Because groups will be selling drinks at the festival, we will not allow the food trucks to sell any drinks. PTSO plans to sell drinks, candy, and merchandise. Multiple drink locations will be needed; hopefully other clubs will want to sell drinks as well.

Further Discussion

Club Rush week is going great; about 4-5 clubs every day.

Possible Guidance Café in the planning stages for October.

The science department is asking for a Roomba vacuum/mop. This is a need across the entire school, including Mrs. Cassevah’s room. We will look into using some of our enhancements budget and getting industrial vacuums for all departments.

**VI. Upcoming Events**

Sept. 23rd: Bus/Cafeteria/Custodian Breakfast Bags

Sept. 27th : Twelve Days of Christmas Committee Meeting

Oct 6th 3:30 pm: Homecoming Parade/Festival

Oct 7th 11:30 am: Staff Membership Lunch (Independence Hall)

Oct. 11th 8am: PTSO General Meeting

Nov: Senior Luncheon

Dec. 15th: Twelve Days staff lunch

**VII. Adjourn**

The meeting was adjourned at 9:02 am. The following members were in attendance: Roberta Panepinto, Tina Melder, Lora Steele, Erica Ortiz, Lisa Avila, Carmen Bailiff, Ken Parnell, Sarah Rhoades, Natalie Lambert, Jennifer Smith, Shay Stallworth, Claudia Cassevah, and Cassandra Hazelwood.