

PTSG Minutes

Tuesday, February 1, 2022 6:30 PM
TFA Library and Zoom Virtual Meeting room

Joy Schmidt
Dean Hayes
Mrs. Forsyth
Susan Lawton

Michelle Smith
Elizabeth Sanville
Mr. Mike Tebbetts
Scott Perron

Tom Huot
Francesca Vesey
Jennifer Vesey

1. President's Report (8 minutes)

a. Reading of the purpose

- Michelle read the PTSG purpose

b. Introduction / welcome

c. Review of the Minutes (December and January)

- Students first and last names are allowed on the minutes
- Michelle move to approve minutes, Mr. Tebbetts second; all approved

Dean's report

- Willing to take questions
- Elizabeth asks for a status on the Locks plan
 - Has been sent out to roundtables
 - Bake sales, fundraising has started
 - Still looking at how to install locks
 - How does PTSG help?
 - The kids may raise most of the money we may only need to give cash
 - She will give us an update next month to see which way she would like us to go

2. Treasurer's Report (8 minutes)

a. Balance Sheet as of December 31, 2021

- No change since December
- Halloween income came to us, we needed to send it back to get appropriately allocated
- \$163.04 is the total for December expense for the coffee cart staff appreciation. This exceeds the original budget of \$150.00 Michelle moved to approve the additional \$13.04, Mr. Tebbets second- all approved, motion carried

b. YTD Budget as of January 10, 2022

c. Income expense process review

- Covered last month

3. Secretary Report (8 minutes)

a. Previous meeting minutes review and vote to approve

b. Marketing / Communication plan for remainder of the year

- QR code to be sent to Dean Hayes for the Admissions Night tomorrow
- Went over what will be included in the flyer to be sent home
 - Dates to remember
 - How to join PTSG
 - How to donate gift cards

4. Membership Report (8 minutes)

a. No current new members

b. Working to make a google form/ link to Paypal account

- QR Code can be used and put on different forms
- Welcome Letter needs to be updated and given to Sue Forsyth

c. Opportunities for increasing membership?

5. Student Liaison to Senate Report (8 minutes)

a. Shahad J.

- Franky V. reported in her place
- Mr. Mihaly set up a Gofund me for a locks fundraiser

- Adopting a classroom for the parents will be available
- Winter Games Night- hoping to have Feb 18 (middle school), 19 (high school); March 11 snow date
- High School field trip planning
- Spring Fling has been discussed. They would like to have the dance here, Dean Hayes said to go ahead and plan it, usually outside
- Batman movie will be PG-13 so they are thinking about doing that as a fundraiser
- Planning on interest sheets to go students about activities they want
- NHS Induction Wed Feb 16th

6. Committee Reports update on the following work that has been done since the last meeting (8 minutes)

a. Fundraising- Tom Huot (8 minutes)

- Most things will be discussed at the next meeting on 2/8
- a. Chunky's Night status- date secured for 3/23
- b. Penny Wars- Maria 2/7-2/18 counting totals on the 18th
- c. Other opportunities (Locks)
- d. Summer send off (The Summer Safety Send off?) tabled until March meeting
- e. Teacher Appreciation Michelle
 - Basket and gift cards were dropped off for professional development day
 - Valentine's Day candy gift bags will be left for the teachers in the staff break room
 - 2/18 the team is working on doing a pizza day for the staff, a parent's family owns a pizza place and will be donating
 - a. Concern about gluten free people
 - b. Jen Vesey will let Michelle know where to order the gf pizza

c. Dean Hayes will let Michelle know how many GF/other dietary needs people there

- March professional development day the team will provide staff lunch
- We will coordinate with other groups to organize staff appreciation week in May
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b. Student Recognition- Joy

- Waiting for the staff appreciation team to meet and they will be putting together a meeting for interest

c. Beautification- Scott

- On hold

d. PTSG after school student group

- Student group will assemble staff appreciation valentine bags

7. New Business (4 minutes)

a. Budget recommendations and changes - proposal of changes in February, vote on this at the March monthly meeting.

- See the handout
- 2 different proposed updated budget
- Possibly adding in an 8th grade graduation \$1,383.99
 - Very important for this class, they haven't had a "normal year" since 5th grade
- Sue Lawton likes the ideas of moving the money around
- Jen Vesey moves to approve proposed Budget #2, Michelle second, all in favor, motion carried

Reminder: Parent Advisory Committee coming up 6 PM 2/8/2022
Bob Best sent email to Founders Community about the purpose

Adjourn the meeting 7:40PM

Next meetings:

Fundraising and Finance on Tuesday, March 8, 2022 at 6:30

March General Meeting on Tuesday, March 8, 2022 6 PM moved due to Feb
vacation

April meeting (recruiting)

May meeting (elections)