Henderson PTA |MINUTES

GENERAL MONTHLY MEETING

Unit ID #01524259

Meeting Called To Order | time 9/11/2019 8:08 AM | Meeting location Henderson Hall

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| |  |  | | --- | --- | | Meeting called by | Jennifer Mittin | | Type of meeting | Monthly PTA meeting | | Facilitator | Jennifer Mittin | | Note taker | Kelli Taguchi | | |  | | --- | | Attendees  See attached sign in sheet (attached hereto as Exhibit 1). | |

# Agenda topics

Call to Order and Opening Remarks *Jennifer Mittin*

Welcome and Introduction of Board Members (present\*)

**President**- Jennifer Mittin\*

**Vice President of Operations**- Moonee Lee\*

**Co-Vice Presidents of Communications**- Lindsay Ehrlich Marlin & Sarah Sled Lent

**Vice President of Events**- Carla Cole

**Secretary**- Kelli Taguchi\*

**Treasurer**- Jessie Gao\*

**High School Rep**-Nazia Begum

**Co-Middle School Reps**- Sabrina Seitman\* & Christina Duke

**Lower School Rep-** Riki Seybert

**Co-Preschool Rep-** Maria (Milu) Haguel\* & Allison Gabroy\*

Headmaster and Principals’ Reports *Mr. Ahlborn, Mr. Petrelli, Mrs. Mulvihill Mrs. Augustine*

* Mr. Ahlborn – not present, none to report
* Mr. Petrelli – not present, none to report
* Mrs. Mulvihill – no report
* Mrs. Augustine – not present, no report

Teacher’s Reports None present

* None to report.

Officers’ Report

President Jennifer Mittin

Discussion:

* **Upcoming Events**
  + Room Parents
    - Reminder to those present to encourage PTA membership 🡪 classes with 100% sign-ups will win an ice cream party
    - First party is Halloween, which will be on 10/31/19.
  + In coordination with Saneli Catering, the PTA sponsored a Back to School Night dinner for the teachers on 9/10/19. There will be a similar dinner prior to Back to School Night on 9/17/19.
  + District Night – Friday 9/20/19
    - PTA will receive a portion of proceeds when you eat/shop at certain restaurants/stores
    - Flyer to come with more information
    - The Henderson Symphony Orchestra is playing at the Henderson Pavilion starting at 8pm; Christina Duke (Middle School Rep) will playing if you would like to head over after dinner/dessert/shopping at The District
  + Triathlon – Sunday 10/6/19 (chair Jennifer Mittin)
    - PTA will be sponsoring the event this year; will need many volunteers (possibly MS/HS students who are not participating in the event)
    - Practice sessions Sunday 9/22/19 and 9/29/19 – may attend one or both
    - For 1st through 10th graders
    - Flyers will be going home shortly
    - Riki Seybert and Ashley Lively (PE Department) to donate time as Lifeguards and may practice the swimming portion during the swimming module in PE
  + Donuts with Dad – Friday 10/11/19 (Chair Kirsten Dimond)
  + Pumpkin Patch – Thursday 10/24/19
  + Book Fair – Tentatively scheduled for the week before Thanksgiving, ending on Grandparents Day (Chair Moonee Lee) 🡪 Moonee is in contact with Scholastic to secure the dates
  + Carla Cole is chairing the Gala Committee (date TBD); first meeting will be at Kraft Kitchen on 9/18 at 8am 🡪 looking for volunteers for all aspects of the event

VP of Operations Moonee Lee

Discussion:

* Book Fair – Tentatively scheduled for the week of 11/18; will need volunteers each day for set-up, take down, help with the kids, working the cash registers. Teachers will be asked to submit wishlists.
* Possibly do a book drive in the Spring 🡪 will sell the books to HIS students first and the remainder of the books to be donated
* Philanthropic Committee (Moonee Lee to chair)
  + Meeting with Ms. Gogolak who is in charge of the Student Council this year
* Circulated a volunteer list – looking for Chairs, Co-Chairs, Volunteers
* The HIS PTA Bylaws were updated and copies were made available at this meeting for review. Dionna Courtney made a motion to approve the updated bylaws. Amy Fontes seconded. All approved. Motion carried.

Co-Middle School Representatives Sabrina Seitman & Christina Duke

Discussion:

* Mr. Ahlborn considering having parent education nights
* Met with Mrs. Toomey
  + Would like to hold dances for Middle School
  + Middle School fundraisers
  + Mrs. Toomey is in charge of International Week this year and would like to possibly partner with the PTA
  + Dress code is being enforced; kids can receive merits/demerits
  + Citizenship awards have been extended to MS 🡪 would like to reward the winners of these awards with coupons (i.e. free frozen yogurt)
  + Mrs. Toomey would like to beautify the campus with student art
  + Pie Day
  + Middle School theme is 211 Degrees
  + Mrs. Toomey would like to stress attendance is important
  + MS announcements are sent out weekly on Mondays, please send information to Mrs. Toomey by Friday if you would like her to send something out

Secretary Kelli Taguchi

Discussion:

* Vote to approve May 2019 meeting minutes
  + Copies of the May 2019 meeting minutes were made available at the meeting. Dionna Courtney made a motion to approve the minutes. Amy Fontes seconded. All approved. Motion Carried.

Treasurer Jessie Gao

Discussion:

* The PTA raised approximately $7,800 from the silent auction held at the Back to School BBQ
* The PTA has raised $1,600 from the membership drive
* Currently asking parents to sponsor events – thus far, Donuts with Dads and a coffee truck during teacher appreciation week have been donated.
* The PTA currently has approximately $24,000 in the bank
* There is currently no budget for Teacher Appreciation week; will add that in at a later date and ask for approval at that time
* Amy Fontes made a motion to approve the budget. Moonee Lee seconded. All approved. Motion carried.

Announcements

* + Next PTA meeting – tentatively scheduled for Monday 10/14 (as Yom Kippur is previous Wednesday)

Conclusion:

* Minutes from May 2019 meeting, budget and bylaws passed
* Meeting agenda, sign in sheet and Treasurer’s Report attached

Adjournment Jennifer Mittin