

Cuthbertson High School PTSO Executive Committee Meeting Minutes November 19, 2018

Attendees: Shannon Mallozzi, Rebecca Godby, Windy Fraser, Valerie Parrella, Allison Matthews, Julie Swafford, Liz Patel, Lorraine Berkowitz, Amy Githmark, Kelly Sanfilippo, Tracey Hammond, Cathy Kelly, Diana Skarbek, LaDonna Baldwin, Georgina DeCouto.

Call to Order: 6:35 PM

Approve Meeting Minutes for October 15, 2018: Rebecca Godby moved to approve and Cathy Kelly seconded the motion. Minutes approved.

Principal's Update:

- Dr. DeCouto thanked the PTSO for the Halloween treats for staff.
- National Nacho Day for Srs. was a success!
- Dr. DeCouto shared a letter from Butler High School thanking CHS for its donation of food, coffee and a banner following the recent shooting on campus.
- Dr. DeCouto thanked the PTSO for its support of the TTA classroom.

President's Update:

- Welcome to LaDonna Baldwin, new chair for Community Partnership. She will take over responsibility for the Murdock Orthodontics auction, effective immediately.
- TTA Program - The PTSO is donating \$500. Shannon Mallozzi and Rebecca Godby will present the check to Kayla Wynne tomorrow.
- Cafeteria
 - Shannon has noted that the condition of the cafeteria following lunch is terrible and a sign of disrespect to the cafeteria staff who spend an extra 45 minutes each day cleaning up.
 - One potential solution would be to end lunch 5 minutes early with students being directed to clean up before departing to class.
- JUULS
 - Usage of the vaping devices is rampant.
 - What can be done to spread awareness about the dangers of their use?
 - When students are caught vaping, they receive a one-day suspension and are required to complete a tobacco education class after school. If student does not attend class, additional suspension is warranted.
 - Shannon will discuss with Student Council, HOSA and other groups about peer-to-peer education to raise awareness of health implications and effect on academic record of infractions.

Treasurer's Report:

- Windy reminded chairs that if a check is needed ASAP, text her so she can stop by the school to p/u request.
- AmazonSmile donations are at \$51 for the month of November. Kim Kivimaki will promote program via E-News.

Committee Chair Reports:

Hospitality - Liz Patel

- Nadina has resigned as chair due to personal reasons.
- Thanksgiving Pie Drive Update - Currently 141 pies have been donated/purchased. Pies were purchased to supplement as goal was not reached. There are not enough pies for S. Providence. Moving forward, if there is a surplus, we will donate to S. Providence.
- Order of the Chevalier Breakfast - 12/7 - Stack's
- A Honor Roll Breakfast - 12/18
- Staff Luncheon - 12/21 - Stack's
 - Sign-Up will be posted for drink and dessert donations.
 - Sign-Up will also be sent out for gift card donations. If we do not receive enough for entire staff, a raffle will be held.

Community Partnership - LaDonna Baldwin

- Murdock Orthodontics
 - Shannon will share Murdock Orthodontics contact information with LaDonna.
 - It was pointed out that Kensington will not be having a Spring musical so would not be an opportunity to promote auction.

Invest in CHS - Trish Giglio (absent)

- No update.
- Monthly donor recognition has been posted in CHS E-News.

Membership - Allison Matthews, Julie Swafford

- Current membership is 651 (Srs. - 387, PTSO Events - 116, Staff - 71, Forms - 77) where we historically plateau

Office Volunteers - Valerie Parrella

- No update.

Scholarship - Denise Nola (absent)

- No update.

Spirit Wear - Lorraine Berkowitz, Kelly Sanfilippo

- Pajama bottoms are for sale via pre-order.
- Lorraine has requested a bulletin board in cafeteria to advertise available items.
- Focus is on sale of sweatshirts and PJ bottoms for now; there will be a new ladies fit t-shirt in the Spring.
- Upcoming sales opportunities include Holiday Bazaar, home basketball games and online shopping.
- Lorraine asked members to share information on neighborhood Facebook pages.

Senior Events - Rebecca Godby, Cathy Kelly

- Last Chance Orders: 8
 - Still waiting for BrandRPM to confirm if they'll make just 8.
 - Had 16 more kids on our list who never followed through to order. Multiple attempts were made to contact these students.
- Events hosted:
 - 10/19-Senior Breakfast-Dunkin Donuts. 208 Seniors participated.
 - New Dunkin was not as generous as the Dunkin on Hwy 521.
 - 10/31-Handed out Halloween Treats to 223 Seniors during lunch.
 - 11/5-Nat'l Nacho Day. Handed out Nachos-To-Go to 238 Seniors during lunch.
 - 11/19-Senior Breakfast-Chick Fil A + Frutta Bowls Samples - 234 Seniors attended
- Although we have over 380 kids in Senior Events, our event attendance has not exceeded 240. We would like to get a better understanding of Seniors who are not on campus for 1st Block/Lunch in order to better forecast ordering food; especially, as we look to Spring Semester (**f/u up with Regina, CHS Data Manager**).
- Still have leftovers of "Senior CAVS" Thundersticks. Need to pick a Basketball Game in order to hand out more to our seniors.
- Need to identify a local business partner on possible funding of Graduation Medals (cost estimate is \$4K).
- Next up:
 - 12/14-Senior Breakfast

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- 1/11-Finals Fun or 1/13-Cram Jam (Sunday afternoon study and stress relief in cafeteria?)
- 2/15-Senior Breakfast
- 3/15-Senior Breakfast
- Long Range Plans:
 - 4/10-Cap-N-Gown Day-Need to identify cupcake vendor/source (**Shannon may have someone**) and water bottle labels
 - Senior Week –Movie on the Lawn option - one night that week???
 - 5/24-Senior Lunch + Spring Fling
 - 6/??? – Rehearsal Day – Need to identify cookie vendor/resource

Volunteers - Tracey Hammond

- Kelly Sanfilippo will meet with Tracey to show her how to merge lists.
 - Excel spreadsheet can be dumped into current database.
 - Will add unsubscribe option to all notifications.
 - Valerie Parrella to continue to forward unsubscribe email notifications to Tracey.

Communications - Kim Kivimaki

- No update.

Teacher Representative Report - Amy Githmark

- Mrs. Githmark thanked the PTSO for its continued support on behalf of the staff.
- Currently, 71 staff are PTSO members.

Student Representative Update - Kennedy Roth, Libby DeRonne (absent)

- No update.

New Business

- Shannon asked who is planning to return next year and will discuss at December meeting.

Adjourn: 7:55pm

Next meeting: 12/10, 6:30PM

Respectfully submitted,
Valerie Parrella
CHS PTSO Secretary