

Cuthbertson High School
PTSO Executive Committee Meeting Minutes
January 14, 2019

Attendees: Shannon Mallozzi, Rebecca Godby, Windy Fraser, Valerie Parrella, Allison Matthews, Tracey Hammond, Susan Garcelon, Amy Githmark, LaDonna Baldwin, Cathy Kelly, Diana Skarbek, Julie Swafford, Patricia Giglio, Georgina DeCouto.

Call to Order: 6:35PM

Approve Meeting Minutes for December 10, 2018: Cathy Kelly moved to approve and Rebecca Godbey seconded the motion. Minutes approved.

Principal's Update:

- Dr. DeCouto thanked the PTSO for the holiday staff luncheon and the Order of the Chevalier Breakfast.
- Parents are still needed to proctor during exams for Thursday, Jan. 17, from 7:45am to 12:30pm. Level 4 volunteer approval is not required.

President's Update:

- Shannon is concerned with finding a Treasurer for the 2019-2020 school year. She will be reaching out to the PTSO at the middle school for interest.
- Soup-er Bowl of Caring - Feb. 1
 - Alyssa Hammersmith contacted Shannon and asked for 20 Crock Pots of soup/chili. The PTSO will send out a Sign-Up Genius request for donors.

Treasurer's Report:

- Taxes are 50% complete.
- PTSO will be receiving \$276 refund for taxes paid.
- Moving forward, Sign-Up Genius membership fee will be billed to PTSO credit card automatically.

Committee Chair Reports:

Hospitality - Diana Skarbek

- Staff Luncheon on 12/21 went well. Rather than purchase salad, the committee prepared and saved approx. \$150. There were enough gift cards for staff but 45 went unclaimed.
- On Friday, Jan. 25, breakfast will be provided for staff and the remaining gift cards, mostly Starbuck's, will be used to purchase items.

Community Partnership - LaDonna Baldwin

- LaDonna has made contact with Murdock Orthodontics regarding the \$5,000 scholarship. Shannon confirmed there will be two \$2,500 scholarships awarded.
 - The goal is to create an online auction with a link to be shared with other schools via flyers, email, Facebook and Instagram.
 - LaDonna is planning to visit area elementary and middle schools and contact their parent/teacher organizations. She will produce a handout that can be shared at events, etc.
 - Murdock has committed to contribute the amount of money needed to reach \$5K after the auction has closed. In the past, similar auctions have raised \$3-4K.
 - Dr. Murdock will present a swag basket with a giant check (to represent actual check) to scholarship recipients.
 - 32 Auctions was recommended as the online agent. LaDonna will contact them for additional information, including any fees, and follow up with Shannon.
 - LaDonna will need assistance with setting up the auction web site and sharing via social media.
 - Amy Githmark has an online auction resource.
- Shannon is waiting to hear back from Rob Callaghan at Skycroft Realty.
- Scholarship recipients must be identified by May 1.

Invest in CHS - Trish Giglio

- \$6,095 YTD
- Will promote again at PTSO General Meeting/Curriculum Night on Feb. 11. Will ask Student Council reps to hand out forms at the doors to auditorium.

Membership - Allison Matthews

- Current membership is 671.
- Staff participation is 90%.

Office Volunteers - Valerie Parrella

- No update.

Scholarship - Denise Nola (absent)

- No update.
- Meeting scheduled for tomorrow.

Spirit Wear - Lorraine Berkowitz (absent)

- We had a great sales day at the Holiday Bazaar on 12/15/18. We sold out of the PJ pants and will be re-ordering them in time for Valentine's Day delivery. They are on the website and can be ordered now thru 1/30/19.
- We will be back selling in person at lunches starting 1/30/19 as well. Lorraine will reach out to Tracey to get a Sign-Up Genius for the next several shifts.
- Still working on a new design for a women's fit tee shirt and should have some images to share soon.

Senior Events - Rebecca Godby, Cathy Kelly

- Dec. breakfast - partnered with McDonald's.
 - Historically, this is the lowest attended breakfast. 186/387 Srs. were in attendance.
- Cram Jam - A big thank you to Paula Tautfest who was extremely helpful and supportive of the event.
 - Only 25 Srs. attended. Students may not have understood the concept. We need to build on this idea for future events.
 - MINGO, yoga, selfie photo booth and food were provided.
 - Leftovers were donated to the fire dept. Unused snacks will be used for other events.
 - It was suggested that we look at the possibility of having therapy dogs from Project2Heal (MRHS had them). We need to confirm UCPS policy regarding such.
- Graduation Medallions - Still working on this. Deirdre Olsen, a Sr. mom and realtor, has been reaching out to fellow realtors and has received commitments to cover 50% thus far.
 - Need to confirm order deadline with Jostens. Allison has reached out to Russ but has not received a response.
- Long Range Plans:
 - 3 more breakfasts
 - 4/10 - Cap & Gown Day - Is this date confirmed?
 - 5/24 - Senior Lunch & Spring Fling
 - 6/??? – Rehearsal Day – need to confirm date; Friday before graduation?

Volunteers - Tracey Hammond

- Will send out Sign-Up Genius ASAP for Soup-er Bowl of Caring.
- Will send out Sign-Up Genius for Spirit Wear sales.

Communications - Susan Garcelon, Melissa Plemmons, Kim Kivimaki (all absent)

- As a reminder, Kim needs updates for E-News by Wednesday of every week.

Teacher Representative Report - Amy Githmark

- Mrs. Githmark thanked the PTSO for the holiday luncheon and gift cards which were awesome.
- “Jeans” incentive for staff resulted in approx. 30 new members.

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

- 2/1 - Winter Pep Rally
- 2/16 Sadie’s will be at Millbridge Clubhouse; tickets will be sold 2/6-2/8.

New Business

- No new business was discussed.

Adjourn: 7:32pm

Next meeting: 3/11, 6:30PM

Respectfully submitted,
Valerie Parrella
CHS PTSO Secretary