

**Cuthbertson High School**  
**PTSO Executive Committee Meeting Minutes**  
**February 8, 2021 (via video conference)**

**Attendees:** LaDonna Baldwin, Dina Blazek, Sonya Carter, Jane Gettinger, Trish Giglio, Amy Githmark, Tracey Hammond, Allison Matthews, Liz Patel, Kelly Sanfilippo, Diana Skarbek, Jeffery Stout, Julie Swafford, Jenn Ward

**Call to Order:** 6:30 p.m.

**Approve Meeting Minutes from January:** Trish Giglio moved to approve; Jenn Ward seconded the motion. Minutes approved.

**Administration and Staff Update:**

- Principal Stout shared that second semester is off to a great start.
- Students and staff are still following Covid-19 precautions of wearing masks and distancing.
- Vaccines are on the way for UCPS staff.
- Juniors will be taking the ACT on February 23.
- There will be no curriculum night this semester. Instead families will receive an email containing links to videos from each teacher to be viewed when convenient.
- Prom has been scheduled for April.
- Ms. Githmark reported three more staff members have joined the PTSO.

**President's Report:**

- Allison Matthews relayed that all committee chairs will be returning for the 2021-2022 school year.
- As President, she needs to step down due to the restrictions in the PTSO by-laws, but will be happy to serve on the board in another capacity.
- LaDonna Baldwin has agreed to take on the role of PTSO President for the 2021-2022 school year.
- The Vice President position is currently open.
- The slate will be posted in April and the vote will occur in May.
- The suggestion was made to publish the descriptions of the committee chairs in the by-laws.
- Allison asked for help selling spirit wear at the Lawson Vendor Fair on April 18, including set-up and take-down.

**Treasurer's Report:**

- Jane Gettinger communicated highlights from the monthly financial reports.
- There is a "trickle" of income from Invest, Membership, and Spirit Wear.
- Expenditures include recognition for Counselors Appreciation Week and Senior Events in February.

**Committee Updates:**

**Senior Events**

- A Valentine's gift will be distributed February 9 at school, and via a drive-through on February 12.
- It will consist of a Dunkin Donuts gift card and candy.
- On Friday, March 12, the committee will hold a drive-through Chick-fil-A lunch for seniors in the student parking lot.

**Hospitality**

- The Counselors received gift cards and gifts for Counselor Appreciation Week.
- Bus drivers were recognized for Love the Bus week.

**Spirit Wear**

- Any incoming orders are being delivered to homes.
- There will be a sale/promotion in March.

**Membership**

- Three more families joined the PTSO and three staff members.

**Invest**

- Five more donations have come in.

**Scholarship**

- Information has been communicated via social media and the PTSO newsletter, and school counselors have received the application information.
- Seniors may apply any time before April 23, 2021 at 3:00 p.m.
- At this point the committee is waiting for submissions.

**New Business**

- Principal Stout shared ideas for a gift for the school from the PTSO.
  - Furniture indoors to create collaborative spaces for the students.
  - An awning for the outdoor amphitheatre area to encourage use as an outdoor classroom.
  - Expand the Senior patio.
- Principal Stout is waiting to hear from the Board of Education regarding the date of graduation, and how attendance will be handled.

**Next meeting:**

Monday, March 8 at 6:30 p.m.

**Adjourn:** 7:05 p.m.

Respectfully submitted,  
Julie Swafford  
CHS PTSO Secretary