

Cuthbertson High School
PTSO Executive Committee Meeting Minutes
May 10, 2021 (via video conference)

Attendees: LaDonna Baldwin, Brad Baldwin, Kelly Bennett, Sonya Carter, Rebekah Garrett, Jane Gettinger, Trish Giglio, Tracey Hammond, Allison Matthews, Reid Matthews, Liz Patel, Diana Skarbek, Julie Swafford, Lee Swafford, Jenn Ward, Georgina Zayas-DeCouto

Call to Order: 6:32 p.m.

Approve Meeting Minutes from April: Trish Giglio moved to approve; LaDonna Baldwin seconded the motion. Minutes approved.

Administration and Staff Update:

- Assistant Principal Zayas-DeCouto expressed appreciation for the support from the PTSO and school community.
- Everyone is looking forward to prom on Saturday.
- It's been challenging to fit in all of the spring sports, spring band concert, etc.

Student Council President's Report

- Kelly Bennett shared that homecoming and spirit week were successful.
- Plans for Spring Fling have begun, and they're hoping to get vendors on board soon. He will reach out to the PTSO for any assistance needed. It will be a smaller event this year, for seniors only.
- Chalk the Spot will be on Sunday, May 16.
- Student Council elections for the 2021—2022 school year will be held soon.

President's Report:

- Allison Matthews added thanks for the Cuthbertson families, who generously donated to help offset costs of staff appreciation week and donated cases of water for prom.
- She expressed that it has been an honor to act as Cuthbertson PTSO President for the past two years, and she looks forward to serving in another capacity in the future.

Treasurer's Report:

- Jane Gettinger reported highlights from the monthly financial reports.
- Items that ended ahead of budget include Invest and Membership, as well as donations via Venmo for the Hospitality Committee.

Vice President's Report:

- LaDonna Baldwin expressed appreciation on behalf of the PTSO board for the leadership of Allison Matthews for the past two years.

Committee Updates:

Senior Events

- The Senior Events Committee is working on spending the money still left in their account.
- The biggest expenditure for the remainder of the year will be the Senior Luncheon on May 20.
- Cupcakes will be provided for Academic Signing Day on May 18.
- Graduation will be held June 3 in the evening. There are plans for decorations and lighting, signage, balloons, and someone has been commissioned to paint the spirit rock.

- In addition, with the funds remaining, all seniors will receive a \$5 gift card.
- The request was made to continue to spread the word regarding the purchase of 2021-2022 senior packages.

Scholarship

- There were 16 candidates for scholarships.
- The applications were documented along with teacher recommendations.
- A panel of community leaders will vote based on the rubric provided by the committee.
- The request was made to increase the number of \$1,000 scholarships from four to five. The motion was carried unanimously.

Hospitality

- All funds were spent, with the biggest expenditure being staff appreciation week.
- Any leftover candy will be distributed at school for the staff.
- Remaining gift cards will be given to Mr. Stout for a staff raffle.

Spirit Wear

- Help with spirit wear will be needed for the 2021—2022 school year.
- A suggestion was made to advertise to rising 9th graders.

Membership and Invest

- Plans are being discussed to reach out to rising 9th-grade families.
- Principal Stout shared that he hopes to do a “New to CHS” night in August, which would be an opportunity for the PTSO to invite new families to join, invest, purchase spirit wear, and get involved.

New/Old Business

- With a gift to the school of approximately \$13,000, Mr. Stout has requested additional outdoor seating and an expansion to the patio.
- LaDonna Baldwin communicated an interest expressed by the students for a covering for the patio. This was not included in the estimate, but will be explored.
- Dr. Zayas-DeCouto will check on a timeline for the work to be done.
- LaDonna Baldwin made a motion for funds to be allocated to the patio and furniture; Jane Gettinger seconded. Motion was passed unanimously.
- Allison Matthews reminded everyone to update their volunteer status over the summer.

Election for 2021—2022 school year.

- Allison Matthews presented the following persons for the Cuthbertson PTSO Board:
 - President: LaDonna Baldwin
 - Vice President: Tracey Hammond
 - Treasurer: Jane Gettinger
 - Secretary: Julie Swafford
- The vote was 16 in favor; no objections.
- Board members will assume roles on July 1, 2021.

Next meeting:

Monday, August 2 at 6:30 p.m.

Adjourn: 7:25 p.m.

Respectfully submitted,
Julie Swafford
CHS PTSO Secretary