

**General Meeting Minutes**

Tuesday, September 14, 2021

**I. Call to Order**

The meeting was called to order at 8:04am by President Cassandra Hazelwood.

**II. Approval of Minutes**

Secretary Roberta Panepinto reviewed the August 24, 2021 Meeting Minutes. Tina Melder motioned for the minutes to be approved and it was seconded by Lori Newcomer. The motion passed unanimously.

**III. Reports from Board**

President's Report

Cassandra Hazelwood welcomed everyone to the General Meeting. She also reminded us Committee Folders should be maintained for the year. She updated us on our open positions: Veteran’s, Scholarship and discussed board members taking photos.

Treasurer's Report

Treasurer Jennifer Smith said the balance of the PTSO bank account was $16,628.12.

School Sponsor’s Report

Mrs. Cassevah discussed the school’s 50th Anniversary festivities Oct. 7th discussed the parade timing being so early, to accommodate all the festivities in one night. A pep rally was added, following the parade. The festival is after that. The bonfire, for HS students only, is 9p-10p.

**IV. Old Business**

PTSO Closet (Enhancement)

Vice President Tina Melder said the PTSO closet has been decorated and set up. It fits everything, including coolers. There is room for additional filing/storage items.

Bus Driver/Cafeteria/Custodian Event (Appreciation)

Hospitality Lora Steele said the event was well received by the bus drivers, custodians and cafeteria workers. SGA students helped deliver the bags to the bus drivers and really livened up the event. The administration at the front doors used the megaphone to welcome each bus number and everyone cheered. SGA had posters for each group of staff.

**V. New and Ongoing Business**

2021-2022 Budget (Communication)

Treasurer Jennifer Smith discussed the 2021-2022 PTSO Budget. Our projected income and expense budget is balanced at $33,602.72. Roberta Panepinto made a motion to accept the budget for the 2021-2022 year. The motion was seconded by Lori Newcomer. The motion passed unanimously.

PHS Homecoming (Community)

Vice President Kimberly Booker discussed the PTSO’s role in the Parade, Pep Rally, and Festival for Homecoming. The parade starts at 4pm. We will have walkers, riders, throws, and a decorated truck. The Pep Rally will be at 5pm in the stadium. The festival, 6p-9p, will have lawn games and concession drinks/candy. The HS only bonfire is 9p-10p.

Membership (Community)

Membership Erica Ortiz stated only 23 faculty/staff have not joined PTSO. We have 18 business memberships. We need 10 more to meet our goal. Members’ Sunshine Bag Assembly is Sept. 16th at 10am. 130 bags will be assembled. They will be delivered on Friday, Sept. 17th.

Outdoor Patio Project (Enhancement)

We will continue to research shade opportunities for the cafeteria outdoor patio. The temporary solution, table umbrellas, came in at $1000 instead of $2000.

**VI. Upcoming Events**

Sept 16th - Faculty/Staff Membership Sunshine Bags Assembly (Erica)

Sept. 17th - Membership Sunshine Bags in Mailboxes

Oct 6th – Faculty/Staff Membership Only To-Go Lunch

October 7th – Homecoming Parade

October 11th – Board Meeting at 8:00am in Ms. Cassevah’s room

Oct/Nov – Teacher Grant Roll Out (Danielle)

**VII. Adjourn**

The meeting was adjourned at 8:45am. The following members were in attendance: Cassandra Hazelwood, Jennifer Smith, Erica Ortiz, Kimberly Booker, Danielle Baker, Lora Steele, Yasmine Rieck, Kelly Moore, Tina Melder, Lisa Avila, Lori Newcomer, Holly Kirby, Claudia Cassevah and Roberta Panepinto.