

Huntington School Parent-Teacher Organization

DRAFT Meeting Summary

May 12, 2022, 6:30 p.m.

Huntington School Parent Conference Room

Attendees

Board members: Ann Yarka, President; Jennifer Schultz, Vice President; Ramie Miller, Treasurer; Meghan Vitale, Secretary

Administrators: Alison Dupree, Principal; Maryellen Roberson, Administrative Intern

1 parent

I. Welcome

Ann welcomed everyone to the meeting. Last meeting of the school year. Ann thanked everyone for their work on the Board.

II. Approval of previous minutes

April 2022 minutes available online and in hard copy. Ramie motioned to approve, Jen seconded. No objections.

III. Board member reports

Ramie reviewed the April financial report. Gertrude Hawk invoice paid in April. Paid tickets and bus to Seabreeze from NJHS account, also popcorn supplies. Seventh grade class used class funds to go to the Palace Theater. One outstanding check for cupcake supplies from Apparel account for teacher appreciation.

Teachers really appreciated all the activities during Staff Appreciation Week. Ann will send a thank you note to Dunkin.

Meghan said she has purchased traffic cones and planters per the TNT Special Projects funding for the additional work at the Forest Hill/Sunnycrest intersection. She needs to schedule a delivery for the paint, and then get a permit and schedule a date to do the work. We need to get flowers from the city greenhouse for the summer. They usually have a open house for community groups around Memorial Day. Meghan will keep an eye out for that, then we can fill the planters.

Also, reminder that the coffee fundraiser with Cracked Bean is ongoing. We should receive our second check soon. Meghan will do a reminder Facebook post about it.

IV. Old business

There was no old (tabled) business.

V. New business

Fund requests

Up to \$500 for 4th grade field trips and up to \$300 for 5th grade field trips. Fourth grade is going to Beaver Lake and the Salt Museum. Their original request was for \$400 in general PTO funds, in addition to what is in their class account, but this estimate assumed buses at \$350. 5th grade indicated buses are \$405. Increase 4th grade request to \$500 to account for increased bus cost. 5th grade is using class funds plus collecting \$5 per student for Oneida Shores and Fifi's ice cream. 4th grade indicated they are using some building funds for buses for one of their trips. Ann motioned to approve both requests, Ramie seconded. All in favor.

\$900 for Skippy ice cream truck. All grades have indicated they want to participate except 5th (opting out since they are going to Fifi's) and 6th (haven't heard anything from them). This would be \$1 items for every student. Ann motioned to approve. Ramie seconded. All in favor. June 13 confirmed for date; Meghan will confirm with contact at Skippy. Classes will go out after their lunch.

\$75 for retirees cake. Sunshine committee submitted this request. PTO has paid for the cake the past few years. Meghan motioned to approve, Ramie seconded. All in favor.

Sunshine committee also submitted a request for up to \$700 in funds to purchase gift cards for the retirees. Board members expressed concern about this. The organization cannot use fundraising proceeds to give gift cards to individuals. Also, this has not been something covered by the PTO in many years. There was no motion to approve this, as everyone felt that it was not an appropriate use of PTO funds.

There was a lengthy discussion about the budget for the semiformal. A request was submitted for \$250 for the DJ (although the actual cost is \$300). Ms. Dupree would also like to purchase a "step and repeat" for student photos, which is estimated to cost about \$250 for the backdrop and \$200 for the stand – although it could be reused year to year. This would be set up in the parking area near the cafeteria door prior to the dance, then moved inside once the dance starts at 5:30. Meghan expressed that 5:00-5:30 might be too early for parents to get home from work, get kids ready for dance, and get to school to take pictures. Parents will not be allowed into the dance once it starts. Students will be allowed to arrive late to the dance. Meghan also noted there is a modified softball game at Huntington at 4:30 on the day of the semi formal, and students on the team want to be able to attend the dance (also there will likely be spectators in the parking lot).

Other semiformal expenses are food and decorations. Ms. Dupree provided a handout with a list of expenses. It was noted that there was not budget allocated for beverages. Hot food is planned, although it was noted that in past years, the dance started later (7:00 p.m.) and only snacks/desserts/beverages

were provided (no hot food). Hot food will require a cafeteria worker to be present; that will be paid with building funds.

It was decided that the “Admin” account held by PTO will be used to make purchases for the semiformal (food, decorations) and to pay the DJ. Current account balance is \$1,345. Admission collected from students (\$10 each) will be deposited back into the admin account. PTO can make online purchases so that no one needs to be reimbursed – send links and/or a “cart” for the items desired.

2022-2023 Board Elections

There was one nominee for the position of Secretary, but they were not present at the meeting. Ramie and Ann will stay on as Treasurer and President, respectively. Meghan and Jen are not running again, so the Secretary and Vice President positions are open. Ramie expressed concerns about the long-term viability of the organization. There is a lot of money in the account and someone needs to be the steward of this money. Bylaws indicate that if the organization dissolves, remaining funds will be donated to the SCS D Educational Foundation. We need to recruit elementary parents. Positions will remain open until filled. Board will reach out again to the Secretary nominee.

VI. Discussion

Meghan asked about elementary lunch – when will students be able to eat in the cafeteria again? They were told earlier in the year that they would “swap” with middle school, but that never happened and elementary is still eating in the classroom. Since there isn’t a restriction on seating or how many students can be in the cafeteria anymore, why are they still eating in the classroom? Ms. Dupree said this question has been raised already by staff and addressed at staff meetings. There is not enough cafeteria staff right now to have all students in the cafeteria, also there are only about 30 school days left so she does not feel like it makes sense to change the routine now. Fall is uncertain, due to indications that there may be another spike in COVID cases that would necessitate reduced capacity in the cafeteria again.

VII. Office of Family Engagement report

No report.

VIII. Administrative report

Nothing additional to report.

Meeting adjourned at 8:00 p.m.