***CHS PTSO Meeting Minutes***

***Friday, November 5, 2021***

In attendance: Shae Bryan, Heather Bundshuh, Stacy Clarke, Dana DeRoin, Gina Geloso, Ralf Ingwersen, Molly Laster, Stephanie Macavoy, Pam Malcolm, Abbey Mander, Stephanie ONeil, Tammy Panczuk, Cathy Prohofsky, Sheila Sexton, Jennifer Sicilian and Jodi Smith.

**Gina Geloso called the meeting to order at 9:30 a.m.** The October 1, 2021 meeting minutes were approved by Shae Bryan with Jodi Smith seconding.

* Business Partners Spotlight – Ralf Ingwersen, “Mr. I,” from TestPrep4Success, gave a presentation about his service, answered questions and offered disounts to attendees. He also volunteered to help tutor at Cocoa and Cram on December 8.

**CHS Administration Updates – Abbey Mander**

* Final exams will be May 16-19 with the last day for seniors on May 19 and graduation on May 28 at 4 p.m. at UNF. Abbey will ask whether the PTSO can sell seats for graduation. The last day for other students will be June 2.
* The mid-term test schedule will be released soon.
* The winter dance will be held on Saturday, December 11 in the courtyard. It is for all grades and will be limited to 1000 students.
* Teachers have placed their requests for Thanksgiving pies.
* Abbey will let us know what we should provide for Cocoa and Cram.
* She will also find out dates of upcoming school board meetings.
* The school has sent out details of senior dues and upcoming ACT and SAT information.
* A new freshman English teacher has been hired.
* The Media Center has requested that the PTSO considers providing two or three coffee stations for students. Amy Jones will make a start-up budget. The PTSO would provide K-cups, creamer and sugar for the first month. There would be a suggested donation of $1. That money would be used to purchase supplies for future months. There could be coffee coupon rewards and a competition for the coffee station name and logo.

**Updates from Committees**

* Teacher Appreciation & Business Partners – Stephanie Macavoy said that The Poppin Box donated popcorn for all teachers and staff for Halloween.
* Shade Structure – Gina said footings and posts for the shade will be installed the week of Nov. 15, with the sails completed by the end of December.

**Upcoming Events**

* Veterans Day - Stephanie and Dana will decorate the teachers’ lounge after school on November 10.
* Thanksgiving Pies – Tammy said 140 pies were requested and will be delivered on November 22.
* Holiday Luncheon – It will be held on Friday, December 17. We will ask parents to donate $10 gift cards for each teacher and staff member.

**Financial Update – Tammy**

* We have $40,805.76 in checking.
* From the Ms. Creekside parking spot raffle, $250 was donated to charity and $250 was donated to the school for art supplies.
* $1752.67 was spent on Alice Buckets for classroom supplies in case of emergencies.
* Mr. McCormick has been asked for project ideas for PTSO to sponsor.
* Three $500 awards will go to seniors of PTSO member families.

**New Business**

* Media Center Coffee Cart – We will get more details and a budget, and vote on this at the next meeting.
* Pam will fill out a form to request funding for the Knights of the Round Table Ambassadors. They would like us to donate shirts for the ambassadors to wear while giving school tours.

**Upcoming Dates**

* The next PTSO Meeting will be held on Friday, December 3 at 9:30 a.m. in the Media Center.