**Holliston PTSA Executive Board/Committee Meeting Minutes**

December 9th, 2014

**In attendance:**

Jill Sykes , Ray Oquendo, Lynn Whynot, Patricia Kaufman, Erin Ornsteen, Kristine Perlmutter, Stephanie Golub-Simon, Susan McDonough, Joan Sousa, Donald Gray, Lynne Rahim, Al Adovasio, Brad Jackson, Steve Snow, Stacey Raffi, Jill Alford, Tom Bolton

1. Jill Sykes called the meeting to order.

2. Jill moved to accept minutes. Lynn seconded.

Suggestion taken from Kathi Hothem via e-mail to make the minutes available one week out from next meeting

3. Officer reports

- President’s report (Jill Sykes)

Official break from PTSA business is 12/20-1/3. Priorities for after the break and for next meeting are evaluating how PTSA funds are raised and reviewing/amending the bylaws.

- Treasurer’s report (Ray Oquendo)

Document review: “Holliston PTSA/Treasurer’s Report”

Highlights:

**Budget**

- School budget to be approved of $37,488

Jill made motion to accept budget. Joan seconds. All in favor.

**-** Total net assets are $168,500

- Net income after expenses is $46,000

**Banking**

Paypal account has been emptied. Using different account

We now have 425 cards valued at $10,786. Discussion surrounding the discontinuation of SCRIP. Attempt to sell to other town was not successful.

**Paypal**

Account has been emptied - switched to different account

**Vanguard**

Vanguard assets valued at $22.9k is still at the

Abandoned Property Unit of Vanguard and under the control of the State of Massachusetts. No timeframe for resolution is available. Must reamin as an asset on PTSA books until resolved.

**Tax**

With the help of Alfred Adovasio, Partner at Burke & Raphael, we filed the 2013 and 2014 tax returns. In addition, we filed the required documentation with the Attorney General’s office. The PTSA is up to date with all tax filings. The PTSA will file 1099’s for calendar year 2014 in early 2015.

**School Reports**

Elementary (Stephanie Golub-Simon)

* Book Fair results in: each library received $1700
* Kids Night Out drew in over 200 kids and $1500 going to the Music Technology program
* Ill boy in Mrs. Numbers class. Organizing a blood drive for early 2015.
* Upcoming events:

12/18 Placentino Food Pantry Collection

12/19 Miller Food Pantry Collection

1/13/15 Elementary PTSA Meeting   Placentino Cafetorium, 9:15am

1/22 Placentino Food Pantry Collection

1/23 Miller Food Pantry Collection

1/26 Pre K Information Night, Placentino Cafetorium, 6:30pm

1/27 Pre K Info Night SNOW DATE

Middle School (Jill Sykes)

* 254 kids attended the Winter White-Out dance. Raised $2800 for Relay for Life
* All magazine sales will now be online only (no more paper forms). **New this year are photo books, holiday cards and invitations.**
* Upcoming events:

1/23 - 7th Grade Middle of the Middle Day
1/30 - 6th Grade Carnival
4/27-5/1 - 6th Grade Nature’s Classroom Trip
5/4-5/8 - Teacher Appreciation Week
6/2 - 8th Grade Community Service Day
6/12 - 8th Grade Celebration Dance

High School (Kristine Perlmutter)

* Saw increased volunteer numbers for Christmas tree sales. Table vote on future PTSA involvement for next meeting.
* Planning school trips for 9th, 10th and 11th grades in June. In need of chaperones (teachers cannot chaperone due to final exams). Considering having kids pay a portion with some part being paid for out of PTSA funds. PTSA insurance would cover.

**Committee Reports**

Reflections (Susan McDonough)

Deadline for submissions is 12/10. Need to coordinate with Music Night. Proposal to extend deadline to 1/9.

Culture Connection

### Placentino

2/4 [Helen Keller, Historical Perspective](http://www.hollistonptsa.org/culture-connection/culture-connection-calendar/2015/2/4/helen-keller-historical-perspective)

3/4 [Johnny the K, Character Building](http://www.hollistonptsa.org/culture-connection/culture-connection-calendar/2015/3/4/johnny-the-k-character-building)

3/11 [Maryann Cocca-Leffler, Author](http://www.hollistonptsa.org/culture-connection/culture-connection-calendar/2014/11/8/maryann-cocca-leffler-author)

4/2 [Mr. & Mrs. Fish, Marine Theater](http://www.hollistonptsa.org/culture-connection/culture-connection-calendar/2015/4/2/mr-mrs-fish-marine-theater)

6/4 & 6/5 [Dinoman](http://www.hollistonptsa.org/culture-connection/culture-connection-calendar/2015/6/4/dinoman)

### Miller

2/3 [Appalachian Trail](http://www.hollistonptsa.org/culture-connection/culture-connection-calendar/2015/2/13/appalachian-trail)

4/7 & 4/8 [Ted Scheu](http://www.hollistonptsa.org/culture-connection/culture-connection-calendar/2015/4/7/ted-scheu)

4/10 [Garry Krinsky, Toying w/ science](http://www.hollistonptsa.org/culture-connection/culture-connection-calendar/2015/4/10/garry-krinsky-toying-w-science)

### Adams

3/6 [Chariot of the Sun](http://www.hollistonptsa.org/culture-connection/culture-connection-calendar/2015/3/6/chariot-of-the-sun)

6/2 [Shakespeare](http://www.hollistonptsa.org/culture-connection/culture-connection-calendar/2015/6/2/shakespeare)

Parent Education (Lynne Rahim)

1/27District Wide Behavioral Supports 7pm, Adams Middle School Auditorium

2/2 “Anxiety is the New ADHD” 7pm, Adams Middle School

2/5Panel Discussion on Alcohol and Drugs in Our Community 7pm, Adams Middle School Auditorium

3/12“Strategies for Creating Successful Students” 7pm, Holliston High School Library

*In the works: Cyber bullying seminar, School Resource officer position, Mock admissions*

Ski Club (Jill Alford)

* Still looking for a way to pay for pinnies or helmet covers to make sure all skiers are safe on the mountains. Jill proposed allocating up to $1200 in funds to pay for this. *Update 1/10/15:*

*There was a motion and a second to allocate up to $500 to replace 30 missing pinnies for the Miller School Ski Club. Approved by the Board.*

* Question about chaperones needing CORI. Brad clarified that only the school can request CORI’s.

PR (Joan Sousa)

* PR group expanded to four members
* First priority is establishing better way to get news out about upcoming events

Website (Tom Bolton)

* 2,265 page views to-date
* 60 new memberships
* Content owners should all be able to make changes on the site
* #1 view after homepage was Kids Night Out

Update on Miller playground

* Getting payments for bricks.
* Installation scheduled for April.

Bylaw discussion (Lynn Whynot)

* Remove the "assistant" from "assistant treasurer-school level". Felt the school level treasurers needed a stronger title.
* There should only be 1 high school officer included in bylaws. There are no high school level meetings and the executive director is the treasurer. If this branch of the PTSA becomes more active, committees can be formed.
* Secretary Positions and Committee Chairs should be excluded from the executive board. They will attend the meetings to report to Board, but not needed for quorum, etc. to get business done.
* Changes will be discussed further and voted on at the 2/3 meeting

**Next meeting is 2/3/15 - 7pm - Holliston High School library**