

## Franklin BPA PTSA Open Board Meeting Minutes

August 28, 2018 at 7:45 am

Franklin BPA Magnet School, Teacher's Lounge

Participants: Danielle Redner, Jose Bello, LaShawn Johnson, Amanda Stevens, Kayla Ronan, Tressa Jones, Franca Washington, Alberina Cruz, Deirdre Williams, Bethany Hutto, Tamara Holt, Alysha Cobb, Merliina Glass.

### Priority Items

1. Approval past minutes
  - a. Minutes from the General Meeting on August 2, 2018 were updated adding the approved budget for 2018-2019
  - b. Minutes from the last Board Meeting on [August 14](#), 2018 were approved. Montioned by Amanda Stevens, Seconded by Danielle Redner.
2. Financial Report
  - a. Audit report from 2017-2018 will be presented to the Florida PTSA by September 30, 2018.
  - b. Amanda Stevens will pay Florida PTSA \$3.50 per members. Also, she will request new membership cards.
  - c. Amanda Stevens reiterated that two signatures are needed for any cash and checks collected on school grounds, before she accepts.
3. [Board seats](#) (Jose Bello)
  - a. Jose Bello presented the need to modify the current titles of our officer to reflect the name suggested on our by-laws
  - b. Franca Washington was appointed Provisional Recording Secretary until the next General meeting on October 2, 2018. At that meeting the position will be voted on. It will be opened up to the membership.
4. Conference Night - September 6th
  - a. Teacher Lunch- Volunteers
    - i. Danielle Redner will be in charge of buying Pizza and Amanda Stevens will reimburse her.
    - ii. All teachers will receive a pre-conference lunch.
    - iii. The PTSA will thank Teacher/Staff who are members during the Teacher pre conference lunch.
    - iv. Danielle Redner will request volunteers using signup genius.

- b. Used uniform sales
  - i. Merlina Glass will coordinate the selling of used uniforms and ties. She needs two volunteers and Danielle Redner will request volunteers using signup genius.
- c. PTSA Table, Water Sales and Kona Ice
  - i. Volunteers are needed for the PTSA Table and water bottle sales during the Parent Teacher Conference. Danielle Redner will request volunteers using signup genius.
  - ii. Tressa Jones will supervise the selling of Kona Ice from 4 to 6 pm.
- d. Teacher Wish List
  - i. Bethany Hotto will send a request form to all teachers.
  - ii. During the Conference night Deirdre Williams will organize three boards (by grade level) on which all teacher wish list items will be posted. Parents will have the opportunity to commit to purchasing an item or more for teacher of their choice.
  - iii. Later, the PTSA will evaluate pending and additional requests from staff and teachers.

### **Membership and Volunteers**

- 5. Membership Drive report - The last campaign was successful
- 6. Membership card and a bottle of water will be distributed during Parent Conference Night Sept 6. Table will be set up in the main hallway near trophies.

### **Social Media/Communication**

- 7. PTSA logo contest
  - a. Jose Bello is coordinating with Dr. Susan Del Valle the launch a school-wife logo design contest.

### **Fundraising (Tressa Jones)**

- 8. Kona Ice 25% at upcoming Conference night and first home basketball game

### **Projects**

- 9. Homeroom Ambassador report
  - a. Franca Washington proposed a pilot program with 6th grades only.
  - b. Members thought that that might work. Jose will arrange for a meeting with Mr. Halley to discuss this program.
- 10. Bulletin Board
  - a. Budget allocation for a new bulletin board was approved.

**Items not discussed due to lack of time**

11. Social media report
12. Update of PTSA page inside the school website
13. REquest for painting the gym
14. Father/Uncle- Student event
15. T-Shirts
16. Sneaker drive
17. More merchandise
18. Student presentation process
19. Golf Parent - Students Golf Outing

Minutes submitted by Franca Washington, Provisional Secretary, on September 2, 2018.