

## **HFAA PTO Officers Meeting Minutes**

### **Thursday, June 16, 2011**

Present: Karen Beets, Robyn Boswell, Raquel Frazier, Larry Hawkins, Kent Larason, Tina Losawyer, Lea May, Liz Mlekush, Sherry Rowan, Danielle Spence, and Ardis Marrs Steele.

1. Meeting called to order by President Raquel Frazier at 8:30 p.m.
2. Back to School Picnic, Sunday, August 14, in Cafeteria.
  - a. **REVISED TIME:** BTSP now takes place from 5:30 – 8:30 p.m.
  - b. School will provide main meal, paper goods, utensils, drinks. Sherry will inquire if Mr. McAdoo's grill is available.
  - c. Parents asked to provide sides/desserts
    - i. PTO table set up at entrance to event
      1. Name badges, sign in and sign-up sheets, and interest inventory all at the same table this year.
  - d. AC will be on as of Aug. 8. It was suggested that we still might want to bring fans to help with cooling of the Cafeteria.
3. August PTO Meeting.
  - a. **RESCHEDULED:** Meeting rescheduled from Tuesday, August 16, to Sunday, August 14. Meeting takes place during the Back to School Picnic in the Cafeteria.
4. Gathering Volunteer Information
  - a. Discussed need for continued PTO presence at events (Dances, Halloween Haunted Hallway, Spring Arts Festival, etc.), and efforts to gather volunteer information and parent's skills/talent/occupation information by having sign up sheets at events. Sherry would like to have parents available for Career Day.
  - b. Discussed continuing need for volunteers and donations for events like Work Days and Teacher Luncheons. Discussed how to accomplish this. Kent will work closely with Danielle and Ardis to procure parent volunteers by Advisory for Work Days and Teacher Luncheons. Liz will provide Advisory parent lists.
5. Kent inquired about the condition of the School Van. Sherry replied that it is not in working condition, and that Mr. Chris McAdoo, our new Vice Principal, will be in charge of transportation (as well as building/grounds). PTO needs to contact him regarding how we can help in those areas.
6. New Parent Meeting, Thursday, Aug. 11 @ 4:00 p.m. in the Auditorium.
  - a. PTO Information Table needs to be set up shortly before meeting.
  - b. We will have available, (1) forms to gather volunteer information, and (2) Parent Volunteer Hours sign-in book from School office.
7. Teacher Luncheons: most scheduled the last Thursday of each month. Moved to Thursdays to provide extra time for excess food to be consumed and/or taken home.
  - a. 2011 Luncheon dates:
    - i. Friday, Aug, 12 (Teacher In-service).
    - ii. Thursday, Sept. 29
    - iii. Thursday, Oct. 27
    - iv. Thursday, Nov. 17
    - v. Thursday, Dec. 16
  - b. 2012 Luncheon dates
    - i. Thursday, Jan. 26
    - ii. Thursday, Feb. 23
    - iii. Thursday, Mar. 29
    - iv. Thursday, Apr. 26
    - v. Thursday, May 10 (Teacher Appreciation Week)

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8. Teacher Appreciation Week, May 7–11, 2012. Tina Losawyer wants to still be involved. She has some new ideas that she will share as event draws nearer.
9. HFAA Athletics: How is PTO involved?
  - a. Basketball: run Concessions and take gate for Home games. HL Watson purchases supplies (drinks, candy, chips, pizza, ice, paper/plastic goods). Sherry and HL tend the door to collect the gate. Coaches Montgomery and Roberts requested volunteers during basketball parent meeting before start of the season. Liz sent out regular calls for volunteers (email and newsletter), and staffed concessions stand. Service hours are earned for volunteering during games. More volunteers are always needed for all volunteer positions during home games.
  - b. Volleyball: Unknown.
  - c. Sherry said that Mr. Robert Montgomery is the new Athletic Director. Raquel will contact him, especially to see if Concessions help is needed for Volleyball.
10. Paseo First Friday Gallery Walks – Sherry Rowan
  - a. HFAA wants to continue to build on its relationship with the Paseo Arts Association.
    - i. Proposal: parents/PTO adopt-a-gallery (smaller galleries, maybe different each month): help with providing appetizers and non-alcoholic beverages for First Friday gallery walks.
    - ii. Students and/or parents (small number as galleries are small) there to keep appetizers and beverages stocked.
    - iii. Advertise the school with 'Hors d'oeuvres courtesy of Harding Fine Arts Academy' table cards.
  - b. Tina Losawyer will talk to Jo Wise and get a list of possible galleries.
11. Restaurant Night Fundraisers
  - a. Sonic Night, 2<sup>nd</sup> Friday of each month. Discussed moving locations from current Sonic on NW Expressway to the Sonic on Western Ave. (north of I-44 interchange).
  - b. Discussed having a restaurant night at a restaurant in Paseo District. Tina Losawyer will talk to her contacts in the industry to see what can be done.
12. Online Calendar
  - a. PTO wants its events on main website calendar with times and descriptions of events on calendar entries (as they are on current PTO calendar). Liz does not have access to add/update events to the main website calendar, only PTO calendar. Sherry will speak with Mr. Barry Schmelzenbach who is in charge of managing the website.
13. Meeting Adjourned at 9:34 p.m.