

## NHS PTO Meeting Minutes September 12, 2017

Present: Thea Hardigg, Rhys Eppich, Zoe Johnson, Laura Frogameni, Miriam Bourke, Martha Evans, Alison Greene, Paul Lischetti, Lia Wilkerson, Susan Voss, Karen Hettlinger (Bryan Lombardi was planned as guest but needed to rescheduled)

Topic	Discussion	Action Plan
<b>PTO Introduction &amp; Introductions</b>	Thea introduced and reviewed the PTO for the new attendees. Later in the meeting we went around the table and introduced ourselves.	
<b>Financial Reporting</b>	Rhys reporting on finances -- \$37,935 in contributions in 2016-2017 school year, after purchases \$10,343 remaining. Spent \$250 for website hosting for three years. PTO Board needs to sign tax forms. Working on PayPal payment from July. Outstanding invoices are coming in.	
<b>Speakers</b>	Laura reviewed the speaker schedule and is finalizing the second half of the school year. She also highlighted The Transcript and encouraged everyone to watch it.	
<b>RFPs</b>	Zoe reviewed the RFP process and asked for volunteers to review the requests. Karen, Vicky & Lia volunteered, dependent on timing. Rhys introduced the idea of doing a spring RFP. Discussion followed with no decision at this time.	Zoe will reach out to volunteers to discuss timing on reviewing the RFPs.
<b>Art Council Grants</b>	Laura spoke on the Arts Council Grants.. Deadline is Oct. 14th.	Laura will send out info to the head of the arts dept.
<b>Student Directory / Fall Appeal</b>	Rhys is working through the process with the main office (Karen) and the volunteer who produces the directory. Asked for volunteers for the fall appeal letter and stuffing the envelopes etc. Vicki offered to help with the letter.	Once date is set for stuffing, email will be sent out to finalize volunteer list.
<b>Book Requests</b>	Laura bought the books for the Women's Study class for the budget we discussed. Unfortunately, the budget did not cover everything we had hoped it would. All voted yes to provide \$200 more to finish the book purchasing we agreed to fund. Asked for volunteers to finish project. Discussion continued regarding how books are purchased, purchasing versus photocopying, and budgeting especially for new classes. Some classes require online access and some teachers are possibly not understanding of tech limitations at home.	Susan & Karen will work with Laura on understanding the process and will follow up on understanding the process for book purchasing and photocopying.
<b>Mental Health</b>	The suicide of a student launched discussions of how the school deals with grief and mental health wellness. Miriam is leading a group discussion September 28 at 7 pm to discuss further. The group will be working with Bryan Lombardi to discuss what will be possible re: speakers, safe places, etc.	

<b>Friends of the Theater</b>	Alison reviewed the new group for new attendees. The musical has been postponed, in part due to needed fundraising. Hiring the director requires more \$ for the stipend. The \$1,000 grant from last year was paid. Fundraisers info and timing will be discussed at the next Friends of the Theater. Suggestion came up that it might make sense for the group to take over Transperformance next year.	
<b>Bus \$ Negotiation</b>	Thea is looking into working with the bus company to lower costs for field trips.	
<b>Spirit Wear</b>	Zoe is looking into an online ordering system for spirit wear as well as adding to the products offered. Spirit wear is not a huge money maker so this will be worked on over the next several months.	Zoe to update at next meeting
<b>Principal Lunch</b>	Month of October is Principal Appreciation Month. PTO provides lunch for the principals on a date they decide. Menu's are given to the office and order placed and lunch delivered.	Zoe to follow up
<b>Diverse Book Sale</b>	Laura is still looking into this idea.	
<b>NHS Library</b>	Thea reported that the librarian is looking for volunteers to cover lunch breaks.	
<b>Next Meeting</b>	Tuesday, October 12.	