



Board Meeting Minutes, January 12th, 2021

Board Members Present:

Shali Corbin, President	Cathy Post, Secretary
Teresa Hansen, Vice President	Sangita Bhavsar, Teacher Appreciation
Kelly Bast, Events	Maren McCutchan, Treasurer
Kim Searcy, Lunch	

1. Welcome and meeting protocol – 5 minutes
2. Board Member Reports
 - a. Treasurer – 5 minutes
 - i. \$19,391.14 currently in our bank account
 - ii. We have officially transitioned to Quickbooks
 1. Much happier with this system – user friendly and more professional
 - b. President – 10 minutes
 - i. Yearbook
 1. The winner of our yearbook cover contest is 4th grader Georgia Moreno
 2. Runner-up artwork will be highlighted on the back of our yearbook.
Students with that honor include:
 - a. Emerson Spendlove 4th Grade
 - b. Natalie Bird 5th Grade
 - c. Neeva Patel 5th Grade
 - d. Indie Platt 5th Grade
 - e. Sophie Franco 1st Grade
 - f. Kelsey Stecker 5th Grade
 - ii. Class Liaisons
 1. Still no volunteers in the classroom
 - a. Still taking it quarter by quarter to see how things are going
 - iii. Passive Fundraising
 1. Our next passive fundraiser is on January 28th with Papa John's
 2. Having trouble getting new restaurants to agree to a night due to staffing constraints, so we are repeating some restaurants
 - iv. Read-A-Thon
 1. We have passed out all of our on-site Read-A-Thon prizes. None of the distance learners picked up their prizes. Prizes are available in the office and we will also have them available at the distance learners BBC on Saturdays. The next BBC for online learners is on January 22nd.
 - v. Used Uniform/Lost and Found
 1. Going through lost and found on Thursday
 2. I am currently checking if we can do our next used uniform sale on Saturday March 27th.
 - a. Check the headmaster update for updates on the finalized dates



- c. Lunch Lead – 2 minutes
 - i. Lunch
 1. Still delivered to the classroom
 2. Going well, and volunteers have signed up to help
 - ii. Snack bar
 1. Not currently happening
 - iii. Treat Thursday
 1. Our last Treat Thursday was on December 10th
 2. We made \$278
 - d. Teacher Appreciation Lead – 5 minutes
 - i. Teacher Lunches
 1. We are having a teacher appreciation lunch today catered from Olive Garden
 - a. Super successful. Plenty of food for the teachers and leftovers. Olive Garden was great to work with
 - b. Teachers were very happy
 2. Our next teacher appreciation lunch will be on February 9th as long as we get enough Salad and Go gift cards. If not, it will be postponed to March.
3. Social Events
 - a. None at the moment
 4. New Business – Public Comments – 15 minutes
 - a. Dr. Atolagbe stopped by to say hi and thank you for PSO's service
 - i. PSO thanks Admin and all the staff for all their hard work and for giving us an in person option AND an online option. They are doing a phenomenal job!
 - b. Questions to the public – How is everyone doing? Any feedback for Admin
 - i. Just to say that kids are happy and parents are grateful
 5. Adjournment
 - a. Next Board Meeting – Feb 2nd

Contact emails:

- **President**, Shali Corbin – ps@archwaylincoln.org
- **Vice President**, Teresa Hansen – archwaylincolnpsovp@gmail.com
- **Treasurer**, Maren McCutchan – PSOtreasurer@archwaylincoln.org
- **Lunches**, Kim Searcy – lunches@archwaylincoln.org
- **Teacher Appreciation**, Sangita Bhavsar - alteacherappreciation@gmail.com
- **Events**, Kelly Bast - archwaylincolnevents@gmail.com
- **PSO website** – www.archwaylincolnps.com

Meeting Protocol:

1. Meetings will start at 1:30pm and end at 2:30pm at the latest.



2. Any parent or guardian of currently enrolled students of the school, are invited to attend PSO monthly meetings. Parents of future students may attend meetings, but may not participate or volunteer until their students are attending the school.
3. Voting will take place only on the following matters: PSO expenditures over \$500, changes to bylaws and handbook, changes to the budget, and new PSO members in May. All other matters will be decided in committee.
4. Agenda items and discussion topics will be limited to PSO business and PSO matters. School policy or other topics will not be discussed.
5. We will adhere to the timeline of the agenda, further discussion or new topics will occur at the end of the meeting, time permitted.
6. Parents with a topic of discussion they would like to address may do so by filling out a notecard and submitting them to the President at the beginning of the meeting. Topics will be read out loud at the end of the agenda for discussion if time permits
7. Committee specific topics of discussion should be brought up to the committee lead or at the committee meeting, not at the board meeting. Committee meetings are announced in the weekly newsletter and committee lead contact info is on the PSO website.
8. Younger children are welcome to attend, but please exit the meeting if they become disruptive. No child care will be provided.
9. Minutes from the most recent board meeting will be posted on the PSO website a week after the meeting date