



# Executive Board Meeting Minutes

## Friday, March 7, 2025

Members in attendance: Principal Fritz, Erin Provenzale, Erica DeRobertis, Garrett Cortese, Gwylim Roddick, Erin Irvin, Kristin Morgan, Ginna Cortese, Lindsey Masterson, Allison Pope-Schutts, Bret Gainsford, Rachel McDougall, Caitlin Shelby, Kelly Fowler

I. Call To Order 0859 Erin Provenzale; a quorum is established

II. Approval of Minutes from February Exec Board Minutes

Motion to approve Lindsey Masterson, Gwylim Roddick 2nd.

III. School Report

A. Orchestra MPA, two excellents and one good. Band MPA coming up after spring break. Science competition this weekend. K Kids making sandwiches this weekend. Field trips and field day next week.

B. School budget comes out at the end of March. Expecting some cuts district wide related to federal funding changes. Around 70 kindergarten students enrolled for next year, anticipating around 112 total.

C. Possibly making a morning and afternoon VPK program.

IV. Officer Reports

A. President, Erin Provenzale

1. PTSA Bylaws and Standing Rules Update

- a. Kristin Morgan moves to approve bylaws and send to general meeting for a vote. Kelly Fowler second.
- b. Kelly moves to approve standing rules as amended, Erica seconds.
- c. Unanimously approved.

B. Budget Report, Erica DeRobertis

1. Current Account Info

Ending Bank Balance as of 2/28/25: \$78,993.35

February 2025 Income: \$22,809.23

February 2025 Expenses: \$17,041.03

C. Communications, Ginna & Garrett Cortese

1. 5K Needs: "shirt reveal"

2. Board/committee interest form is up on website

D. Event Update, Meri Gaston

1. 5K Update: 100 signed up for 5k, 25 for kids run; expecting more people to sign up in the week leading up to the race. Need sponsors committed by 3/14.

2. Staff Appreciation April 7-11

E. Fundraising Update, Gwilym Roddick & Bret Gainsford

Thank yous for sponsors/businesses. Window clings?

F. Membership, Kelly Flower

Volunteer Party, waiting on sports banquet date before event can be planned

G. Parent Liaison Coordinator, Caitlin Shelby & Rachel McDougall

Staff Lounge: New refrigerator? Needs some sprucing up.

I. PIE, Kristen DeFabrizio

1. Papa Johns-March 11

2. Chick Fil a- April 3rd

3. Primrose- 4/8?

4. Swine & Sons (milk house)- 4/30?

5. Skate Night- Dec 18, 2025

Lindsey Masterson move to adjourn, Erin Irvin second

Meeting Adjourned 1043

Next Board Meeting –Friday April 4

Next General PTSA Meeting – Tuesday May 6, 2025