**Voorhees High School**

**PTSO MEETING Minutes 1/22/18**

**Meeting began at 7:05pm. Ended 8:45 pm**

In attendance: Jen Desch, Kim Garrison, Anya Muhlhauser, John Simpson, Anne Marie Kager, Axel Risse, Christine Mott, Anna Sollaccio, Mary Roncoroni, Jen Evanko, Robyn Davidson, Claudia Marchese, Julie Snyder, Sonia Thorp, Lisa Skinner, Laura Myers, Mary Raefski, Kathy Driscoll, Frank Barnes, Victoria Cervelli

Jen Desch opened the meeting by thanking everyone for attending. She addressed the goals of the PTSO to raise funds for several initiatives (Student of the Month, Staff Appreciation Breakfast, Senior Scholarships, and Project Graduation) that have been supported for the past several years and clarified that fundraising is to support ALL initiatives, not just Project Graduation. She stressed the importance of parental involvement to come together as a community to support our school. We desperately need members to take over chairing large fundraisers, plus to take over positions for next year.

Anna Sollaccio volunteered to step into the open Vice President position. Thank you Anna!

**1. Project Graduation**

**Funplex vs another venue**

Anya had negotiated with the FunPlex in East Hanover that was the venue last year, but the pricing has increased. She also researched a venue from previous years, iPlay America in Freehold. She presented members with a comparison spread sheet for both venues.

First, a motion was made to see if the PTSO still wants to proceed with PG, and all were in agreement to proceed. A motion made by Julie Snyder to go with FunPlex at 9 pm at $65 p/p with a 200 person guaranteed minimum. The vote for FunPlex at $65 passed. Additional expenses include transportation, and a vote was held to once again use school busses vs coach busses to save on expenses. Anya will reach out to FunPlex, First Student Bussing, the hypnotist from last year and the vendor for the class t-shirts. All of these add to the per-person cost for the event.

Jen will send another corporate donation letter for contributions.

This year we will have School Resource Officers to be here during the security check in.

Depending on what happens with the Raffle license and income, there once again is a chance that students may need to pay part, and hopefully not all, of the expenses to hold the event. If this happens we will need to send Senior Parents a letter explaining that we will be charging and need an RSVP and check by a date TBD. Parents will be able to see Mr. Simpson in confidence if this poses a financial hardship. If it turns out that the PTSO can pay for all or part as time comes closer, the PTSO will refund all or part of payment. Mr. Simpson will approve a letter before it goes out.

A letter will be sent to senior parents about PG, raising awareness for the fundraisers.

**2. Fundraising, current**

• Annual Raffle

Mary Roncoroni will Chair the raffle. All the prizes will be Visa gift cards, no physical prizes.

The prizes agreed upon are as follows:

1st Prize $750

2nd Prize $500

3rd Prize $300

4th Prize $200

5th Prize $100

One book will be mailed per student. $40 a book of 8 tickets, each ticket is $5.

Don’t forget the expenses for the mailing itself: paper, envelopes, mailing address labels, postage, additional envelope to include to return tickets to the school, self-addressed stamper or labels for mailed envelopes and return envelopes, printing the tickets.

No decisions about the raffle can be made by the raffle committee without prior approval of the PTSO Board and the VHS Liasion Mr. John Simpson.

Mr. Simpson will see if the PTSO members can affix the address labels that will be printed by the school. In the past, Mr. Pessin as PTSO President *and* a staff member printed and affixed all the labels himself. Last year was the first year that a parent was President, and the school printed the labels and affixed them to the mailing for privacy reasons. The PTSO asked Mr. Simpson to see if this policy can be amended, as any checks with personal information for the raffle come to the PTSO, and the ticket stubs all contain contact information anyway.

• Dine Around

Jen Evenko will look into the “dine around” idea for additional income. This would involve asking local restaurants to make a donation of a percentage of sales on a particular previously advertized day.

• Food Truck

Kim G had offered to be the temporary liaison. We still need a Chair. Initial outlay of cash would be for marketing company $2,500 who organizes permits, vendors, etc. Need a location. Memorial Park? Christie Hoffman? Ortt Farm? Groshowitz? Union Forge Park?

About 14 food trucks. Kim G has contact information for marketing company and will reach out over break for more information. How long does it take to plan? Jen’s friend Kim Taylor will get her some information. We would need to decide where to hold it, then use the marketing company. Robyn Davidson volunteered to gather more information about how to hold this type of event and will report back at the next meeting.

One idea was to sell entrance wristbands in advance to cover entry fee/music festival. Then attendees pay as they go with each food truck. Maybe ask Mr. Reynolds for students to provide entertainment.

**3. “Emily” Fundraising Bake Sale**

The school is not holding any fundraiser so as not to send a precedent. Jen was contacted on FB to see if the PTSO will hold a bake sale to raise money to give to the family. Claudia volunteered to Chair. Anya will give her names of volunteer bakers. Also use Sign Up Genius. As Claudia did not attend this meeting, the idea was tabled for now.

The PTSO will match any funds raised by the bake sale, capped at $250. If we have more money we can also make another donation at a later time.

**4. Gaming License Renewal**

We need a new license, which will be good for 2 years. Jen Desch will handle this. Five people need to put their name and address on the application for the general gaming license. Once that is approved by the state, an application needs to be submitted for the Raffle license.

This application process was put on hold in the Fall as the lack of volunteers and low member attendance did not give the Board confidence that volunteers would come forward to organize and hold the raffle, so the decision was made to wait to discuss the issue at this meeting and make a decision regarding the renewal as there was no point in spending the time and money if the license wouldn’t be needed.

**5. Student of the Month**

Student of the Month awards have begun to be distributed.

**6. Officer Positions** were described by Jen, who explained why positions need to be filled and presented to the Board of Education.

Thank you again to Anna Sollaccio for volunteering to be Vice President.

However, the PTSO will need the President, Vice President and Secretary positions filled for next year. Members are strongly encouraged to consider volunteering for these positions.

**7. Committee Chair Positions – Open and Filled**

Members are strongly encouraged to consider volunteering to Chair/Serve for any of the following positions that are still open.

**Raffle** – Mary Roncoroni will Chair this.

**Dine Italian** – *Open*. A chair needs to step forward and a committee formed for next year.

**Teacher Appreciation** – Julie Snyder will Chair this. Many members have offered to help when submitting their membership forms. Anya will share the information with Julie.

**Senior Scholarships** – *Open*, looking for someone who can solicit from local businesses to increase the scholarship amounts.

**Media/Advertising** – *Open*, were a few members who listed they were interested on the membership form. If you are interested, please attend our next meeting so that we can discuss this.

**Project Graduation** – *Open*. Going forward, it was discussed that this will need to become a separate committee, a sub-committee of the PTSO. It will require a Chairperson, Treasurer and Secretary, but will follow all the same rules as the parent PTSO. The committee members will be responsible for fundraising efforts and organizing the event. It should consist of both Senior and Junior parents to allow for continuity from year to year. More details will be discussed at the next meeting. This is how the majority of schools handle PG, and VHS will follow suit.

**School Board Liason** – *Open*. A few members listed they were interested on the membership form. If you are interested, please attend our next meeting so that we can discuss this.

**Graduation Lawn Signs for Seniors** – Kim and Anya.

Other fundraising ideas that are tabled until next year, but need to still be under consideration for a Chair and committee included:

• Decorate your Senior parking spot

• ShopWithScript.com

• Tricky Tray

• Rummage Sale

**8. Role of the PTSO:** Past – Future - Present

The PTSO Sponsors: Student of the Month, Staff Appreciation Breakfast, Senior Scholarships, and Project Graduation.

The PTSO would like students to become more involved. We discussed the possibility of inviting class presidents to attend PTSO meetings. We need something to involve the students, maybe be part of prom planning or something.

The PTSO also would like to be able to do more for the teachers and also would like for them to become more involved in the PTSO.

• Amazon – please remember to use the link **http://amzn.to/1Hz9dbL** to make your Amazon purchases and to tell your friends and families about it. Abut 7% goes back to the VHS PTSO.

• Senior Scholarships – do we want to increase the amount? What should be the criteria for consideration and deciding on who receives the awards?

**9. Treasurers’ Report**

Kim will have a detailed accounting and budget for the next meeting.

**10. Approval of budget**

Kim will have a detailed accounting and budget for the next meeting.

**11. Communication**

Web page needs to be administered from the school. Mr. Simpson updated the VHS PTSO website link for us. He will need to add Anna Sollaccio to the VP position.

**12. Thank You & Any Questions**

N/A

**Meeting Adjourned at 8:45 pm.**

**Next meeting February 12, 7 pm in room 135.**