

Langley High School  
PTSA Executive Board Meeting Minutes  
April 1, 2020

In Attendance Virtually: Laura Skeen, Kim Finch, Mary Kunkemueller, Julie Hohl, Jamie Loving, Anastasia Karloutsos, Helen Miller, Kelly Wilson, Annette Bellino, Kitty Gonzalez, Betsy Vrankovich, Kathie Schoff, Jennifer Feinstein, Stephanie Maxwell, Jane Riddle, Clare Bradshaw, Laura Carlisle, Katie Connolly, Jill Holloman

Meeting called to order: 9:33 am by President Laura Skeen

Ethics Day - Kelly Wilson

- Unable to have Ethics Day due to COVID-19. Returned 500 water bottles and breakfast bars, stopped buses planned for this event. Only incurred nominal internal fees for items that can be used next year. Looking to add one or two committee members to Ethics Day Committee
- Nominating Committee is looking for additional volunteers to help with Ethics Day
- Talk of a virtual ethics day. Laura Skeen will talk to Braden Peterson

Principal's Report - Laura Skeen

- Trying to figure out how to wrap up the end of the year during this time of COVID-19
- Lisa sent out the budget with a friendly reminder to get expenses turned in. Need to know where we stand for next year. Cancellation of events may lead to extra funding
- Membership donations might be low due to the economic downturn
- Finishing the courtyard is on the agenda for the spring, if possible
- Staff Appreciation has a \$5000 budget. Typically meetings are best venue for collecting. Links to donate have been posted and advertised in eNews
- Publishing of eNews will continue, please send photos and articles
- Looking to add a fourth person to the eNews committee
- Executive Committee discussed PTSA bylaws which state meeting to elect the new officers must be in person with a quorum of ten and can be streamed live. It would be a short meeting to conduct necessary business
- Volunteer Luncheon will not take place so a list of thank you's will be sent out via eNews
- ANGP could be postponed depending when schools reopen. If ANGP does not occur need to discuss how reimbursements would be handled
- Awards may be given out by Hannah Wolff and Principal Greer virtually

Officer's Reports:

Appropriations – Jamie Loving

- Third round of appropriations done remotely. Approved 5 microscopes, a telescope, guest speaker fee for fall and chorus spring show. All of this was done prior to knowing school would not be in session this spring

#### Nominating Committee – Annette Bellino

- Hospitality Committee has an open position
- Back to School Packets will need additional help
- Directory Committee is looking to add 3 or 4 members
- Ethics Day Committee opening
- eNews Committee would like to add a fourth person to the committee
- Seeking parent volunteers for class of 2024
- Prom and ANGP officers - not an immediate need
- New committees for next year include:
  - General Meeting Technology chair
  - Communications Chair
  - Summer Opportunities Fair chair

#### Treasurer – Lisa Givens

- Financials sent out this morning
- Courtyard to be finished – hopefully this spring
- Safeguarding and conserving should be implemented for next year without having predictions of financials after COVID-19

#### Committee/Booster Reports:

##### Appreciation Weeks – Anastasia Karloutsos

- Two wonderful appreciation events have taken place; however, cafeteria staff and bus drivers who are not specific to Langley have not yet been acknowledged. Still inquiring about possible ways to reach everyone
  - Service hours for students to write notes to the staff could be an option

##### Courtyard legacy tree – Chrissy Lavin

- Just under 500 tree items donated
- Still advertising and offering to take pictures of leaves to be sent to those who will not be returning to the Langley
- Emails will go out to everyone who has donated to come see the landscaped courtyards (once completed)
- Wheats has three options for the courtyard. Options will be sent to Kim Greer today for her stamp of approval. Could be ideal for them to work while no one is in the building but will need approval to move forward

##### Laura Carlisle – Directory

- Will make sure directory is ready for the fall

##### Helen Miller and Stephanie Maxwell – eNews

- If there is anyone interested in joining eNews Committee please reach out

##### Family Network - Julie Hohl

- Programming for next year includes incorporating Katherine Kennedy, school psychologist
- Chrissy Lavin is taking over New Family Orientation and Freshman Orientation; the program will likely remain the same

- Class parents are set and PowerPoint will be sent through google docs
  - New family packets posted on website, documents will be updated for the start of the school year
- Saxon Service will be discussed by Julie Hohl and Betsy Shoemaker for next year
- Ideas for Seniors
  - Distribute cords, cap and gowns for graduations pictures at home
  - Print programs as keepsakes
  - Principal Greer to virtually recognize seniors with a speech and slideshow
  - There are many ways for students to volunteer and help with COVID-19

Adjourned 10:49 am

Respectfully submitted by: Kathryn Connolly