



Minutes

BOARD MEMBERS:	ABSENT:	GUESTS:
Martha Gosselin - President Nancy Orellana - VP Teacher Apprec. Massiel Israel - Secretary Paula Rodriguez - VP School Events Michelle Rauch - Treasurer Mayra Velez - VP Volunteers Priscilla Prado - Parliamentarian Kari Pallotto - VP Fundraising	Dania Menendez - MS Representative	Ms. Nadine Laham - Principal

President

- Welcomed everyone and thanked all parents and volunteers for the support during the last school year
- Talked about Disaster relief programs, further information coming up
- Facebook page
 - Asked to join the Facebook page to keep us all informed
 - Reminded everyone to be patient in responses
 - Explained Facebook rules
 - Avoid negative comments, this is an informative page
 - Members who do not address issues and other members in a respectful way, will be issued a warning
 - All board members were introduced

Fundraising

- Introduced Golf Tournament date and location. Event will be 11/17/17 at Weston Hills CC. Further details will be given in the future
- Fun Run: introduced plans for this year Fun Run that will be done on campus. Further details will be given in the future

Ms. Laham

- Welcomed everyone and talked about the improvements needed to be done in the school, and the importance for all parents to join and support the PTP
- Reinforced the importance of following the proper channels of communication:
 1. Teacher

2. Team leader
 3. Administration member
 4. Principal
- Reminded all parents to join Remind.com in order to receive important news and latest updates related to the school via sms (text messages)
 - Invited everyone to exercise positive communication, which is vital and expected from everybody.
 - Thanked all parents for attending the meeting and invited everyone to work together with one goal in mind “to have the best school and best education for our children”

Volunteers

- Explained all different ways to volunteer
- Everyone needs to be approved in Raptor
- We are not giving double hours to the cafeteria
- To avoid lines in big events, pre-register for those events on Raptor and badges will be printed in advance
- Presented the volunteer website and explained how to access it, as well as all functionalities (e.g. how to sign up for an event)
- Explained all on campus procedures and rules for volunteers
- Explained cafeteria guidelines for parents

School Events

- Explained how events are divided: Educational and Social “Just for fun”
- Talked about the events coming up and updated dates due to Hurricane Irma
- Mentioned educational programs like Junior Achievement, Meet the Masters, etc
- Asked for everyone’s support and explained how events can be an excellent way to volunteer

Room Parents

- Mentioned the dates for the Room Parent Orientation meeting
 - **10/02** Room Parents Orientation PK-2nd grade @8:30AM – Cafeteria
 - **10/04** Room Parents Orientation 3rd-5th grade @8:30AM - Cafeteria
- Talked about some of the activities done during Teacher Appreciation Week

Secretary

- Talked about the newsletter distribution and its goal to keep everyone informed
- Asked audience to join the Facebook page and to participate in the current poll regarding the best day to receive the newsletter
- Invited everyone to become a member of the PTP and explained that becoming a member does not commit anyone to extra volunteer hours besides the mandatory 30 hrs per family
- Explained all PTP members registered by October 31st will have a dress down day on Nov. 14th.

Treasurer

- Explained the variety of programs, projects, activities and events funded by the PTP, which benefit the school, students, teachers and staff
- Explained we are a non-profit organization and all funds collected go back to the school
- Invited everyone to access and manage their Lunch accounts in the school app
- Reviewed yearlong fundraising activities like Boxtops, Amazon Smile, Office Depot, Shoparoo, etc.

Yearbook

- Introduced the yearbook team
- Welcomed all parents interested in taking pictures during events to contact the team to coordinate efforts
- Explained there is an open communication available by email, phone, etc and their goal is to answer all questions promptly
- MS yearbook Collaboration: committee will assist Journalism class to design Middle School yearbook. More details will be released after meeting with vendor

Q&A Section

MEETING ADJOURNED