

Butler Middle School PTSA Board of Directors
Meeting Minutes, December 1, 2021



In Attendance: Crista Thompson, Rusty Lugo, Halley Nelson, Tracey Clayton, Holly Wainscott, Heather Dance, Laura Garcia, Kellie Ungricht, Molly Crawford, Carolanne Heindel, Noah Jenkins; Katherine Cance; Nicole Grace; Holly Fairbanks; Paula Logan

Volunteer Hours Reported: 45.5

1. **Call to order** -Crista 4:35 PM
2. **Approval of Meeting Minutes:** Tracey motioned to approve minutes of the November 3rd, 2021 meeting; Crista seconded. Tracey to sign and submit November's meeting minutes. Tracey to resend minutes to Halley, Katherine and Carolann.
3. **Reports of Officers, Board and Standing Committees –**
 - a) **Financial - Treasurer's Report:**. (Holly) End of Oct \$38,917 in checking; in November brought in \$3380 and Spent \$1,037.98
 - b) **Principal's Report:** (Halley Nelson) Faculty very thankful for snacks! Thank you for submissions for the Veterans day assembly and wall. This Friday is Virtual; kids can sign up for sack lunches which will be handed out in 6th period on Thursday. Friday Dec. 10th is Spirit day – dress in holiday garb/sweaters. Friday Dec. 17th kids can wear pajamas to school. Band (7:15 pm) and Orchestra (6 pm) concert on Dec. 8th. Dance concert Dec. 9th. Brighton Choir concert Dec. 15th. School service project – 300 hygiene kits (6th soap & washcloths; 7th toothpaste & toothbrushes; 8th shampoo; faculty deodorant). School store points will reset at Christmas break; have been encouraging kids to use points.
 - c) **Counselors Report:** (Carolann Heindel) Started planning for College and Career Readiness; meetings with parents go until January. Parents need to sign up soon. Lesson on Communication occurred, and lesson on Goal Setting to occur soon. Lesson in 2 weeks on Resilience. Career Day coming up in February for 8th Grade; Parent volunteers to come in and speak about their careers.
 - d) **Teachers Report:**. (Katherine Cance) Looking forward to Christmas activities. Counsellor lessons are very appreciated and essential to well being of the students; helping them to grow up as responsible adults. Students will be decorating the classroom doors for the holidays with Snowmen. Will get photos folder loaded soon for the Memory Book folders on Google Drive.
 - e) **Student PTSA Report:** (Molly Crawford & McKenzie). Looking for ideas for Student PTSA for December. Possibly they can help with assembling hygiene kits. Notice of meeting will be sent Friday to go in Bruin Bite and on social media, as well as Canvas.
4. **Reports of Special Committees for upcoming events:**
 - a. **Bylaws:** (Crista) Bylaws must be revised every three years. Draft was sent by Tracey; no revisions were necessary. They are online for anyone to review at anytime. We can change months, # of officers, and dues (left at \$7). Considered changing length of term to 2 years, from 1 year. Sections that could be changed were reviewed with the attendees. Rusty motioned to approve Bylaws, all attendees were in favor and Bylaws were approved.
 - b. **SpiritWear:** (Brooke Moench). We have a few items left for sale; blast will go out to parents and on Canvas to see if we can sell remaining items. Will continue with 3 orders for next year.
 - c. **Membership Drive:** (Natalie Bletzacker). Flyer will be sent out to encourage membership. Eighteen staff are members.
 - d. **Memory Book:** (Kellie Ungricht) Lot's of amazing entries for the Memory Book cover. She will make another push for book orders; cost is now \$30. Lots of Halloween Photos and United

Assembly. Encourage submission of photos to memory book email. Awaiting pictures from Eastman Adams.

- e. **Great Store:** (Laura Garcia) Haven't replenished since early/mid November; but plans to go tonight for Holiday items and candy. Nicole Grace will send SignUp Genius for donations of candy/snacks.
- f. **Partnerships:** (Leanne Ehrhart)–. December 13th is In-N-Out Burger; families will need the actual flyer or a picture of the flyer for this partnership night. Also have QR codes for Amazon Smile, Smiths, Coca Cola and Box Tops. Kellie will prepare flyers with the QR codes.
- g. **Hospitality:** (Heather Dance). Wants to do something before end of year for each teacher individually. Will do Parent Teacher conference dinners on first night.
- h. **Reflections:** (Rusty) 43 entries, judging completed and advanced entries onto Council level. So fun to see students creativity. Students received and Award of Excellence or an Award of Merit. Final awards to be announced and will display the photos and art during Award's night. Reminder to send in End of Event Summary to Crista.
- i. **Nominating Committee:**(Crista & Rusty). Crista needs two more people to join the Nominating Committee.
- j. **SCC Meetings:** Next SCC meeting is January 19th at 3:30 pm


5. **Unfinished Business:** None


6. **New Business:** None

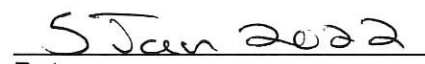
Adjourned - Crista motioned to adjourn at 5:48 PM; motion was seconded and meeting adjourned.

*******Next Meeting –05 JANUARY 2022 4:30pm**

Approved Minutes on 5th day of January 2022 at the PTSA Board Meeting


BMS PTSA Secretary


Tracey Clayton


Date