



Archway PSO Board & Chairs Meeting

September 13, 2018

8:15 AM @ Library

Meeting started at 8:18 AM.

Attendance: Valerie Bast, Dalia Dehelean, Sandra Brogan, Clay Perkins, Sheila Conner, Amanda Perkins, Beth Bovee, Gordon Metzner, Josh Miller, LaShon Bryant

1. Committee Updates

- Yearbook – Erika (emailed update)
 - Art faculty meeting today about contest
 - Art contest is a-go for yearbook cover (1st place – cover artwork & free yearbook)
 - Proposed yearbook theme: based on school virtues (confirm with Headmaster)
 - Dorian offers 2 days of candid photos: Field Day, Day in the Life or Lunch
 - Dorian can also schedule clubs photo day
- Lunch Program (N/A)
- Volunteer Coordinator – Sarah (emailed update)
 - Plans to email request for lunch and front desk help
 - Review signup genius for lunch help (check in with Gidgett)
 - Opportunity: Hearing & vision
 - Opportunity: Movie Night
 - Opportunity: Box Tops sorting
- Parent Mixer (N/A)
- Used Uniforms & Spirit Wear - LaShon
 - Dates for Coffee with Headmaster?
 - Awaiting info about grandfathering uniforms
 - Possible sales @ Movie Night (October 19)
 - Storage organized
 - Date for Spirit Day? (Prep Spirit Week: October 22-26)
- Fall Movie Night (Friday, October 19) – Meg (emailed update)
 - Need table for used uniforms
 - Add porta-potty cost to budget
- Mother-Son Event (Saturday, November 10) – Amanda
 - Tentative times: 6-8:30 PM with Championship Game at 8 PM
 - 4-30 minute kickball games going simultaneously with yard games
 - 80s theme; concession stand party atmosphere
 - Dad's Club/volunteer help: morning setup, facilitating event, registration, concession stand
 - Sign-up in advance so that grade levels can be coordinated; moms on team with student
 - Reserve microphone with Coach Page
 - Regular on-campus parking; will we need extra (like Elk's Lodge?)
 - Sharon & Debby creating promos and sign-ups
 - Hire seniors for cleanup (service hours)
 - Cost: \$10/mom; 250 attendance estimate

- \$1,500 PSO budget allocated
 - Need to reserve 2 porta-potties and schedule volunteer coordinator for games
 - Sign-up genius for snacks/concession stand donations
- Dad's Club – Josh & Gordon
 - Cornhole Tournament: Approx 30 Dads
 - Need to require payment in advance
 - Sack Lunch Event (Saturday)
 - 120 RSVP'd as of today; planning to assemble 1,500 lunches
 - Last year: supplies for 1,000 lunches (assembled about 1,500 total)
 - Needs cardboard boxes/volunteers for transport
 - May schedule an additional event in spring
 - Planning Poker Night @ Italian Club (Saturday, November 3)
- Mom's Club – Stacy (emailed update)
 - May plan service event; connect with Sandra/Emily
 - Wants to add walking/running groups or book club under Mom's Club umbrella
 - Send Sheila future coffee dates for site
 - Sip & Swirl coming up soon
 - Kindergarten coffee mornings – could an additional meetup be hosted at a more kid-friendly location?
- Teacher Appreciation – Sandra
 - 3rd grade luncheon tomorrow
 - October – Kinder (sandwiches)
 - November – 5th grade (chili)
 - December – all grades (Italian)
- Passive Fundraising – Beth
 - Upcoming: Sky Zone, Chipotle, Barro's
 - Working to encourage faculty to attend (Kindergarten team @ Chipotle – PSO funding \$10 gift cards)
 - Possibility: Ice Den (open skate vs. rent facility), Art Works
 - **Needs Box Tops coordinator & volunteers (November 1 & March TBA campaign deadlines; box in front office)**
 - Using Asana for committee communication (free for up to 15 people)
- Table, if time does not permit: Daddy-Daughter Dance, Spring Festival, Wednesday Friends-day, Hospitality

2. General Updates

- Homeroom Parent Orientation – Anna
 - Parent representation included all classes (exceptions KA, 1B, 1C, 1D, 3B, 3D) at September 7th Orientation
 - 4B, 5A, 5B, 5D, 6C, 6D still need homeroom parents
 - All homeroom parents will be encouraged to attend quarterly PSO meeting
 - Ask Headmaster to encourage faculty to respond to Homeroom Parents ASAP and provide classroom rosters
- Archway Business Directory (Tabled)
- 2018-2019 Budget (Distributed – awaiting approval)

** Can PSO representative invite faculty to our events? (awaiting Headmaster approval)

Meeting adjourned at 9:36 AM.

Upcoming Meetings

ANPPSO Quarterly Meeting
Tuesday, September 18
7 PM @ MPR

Board & Chairs Meeting
Thursday, October 4
8:15 AM @ Library

Minutes prepared by: Sheila Conner, Secretary
Minutes approved: 9/18/18