

Riverwood PTSA
Executive Board Meeting Agenda
December 13, 2022 | 9:00am - 10:30am
Second Floor Atrium

- **Welcome**

- **Secretary's Report** - Lee Graiser – Motion to approve executive board meeting minutes from November 8th. Approved at 9:04am. I'll be working on the invitation for the Principal Circle Event which will be held on 2/15. Communication will provide a list by 12/16 for qualified members (their email addresses) for the event. Invitation to be sent on 1/15. RSVP 2 weeks prior to event. Julie to send login and password for Paperless Post.

- **Presidents' Report** - Chrissy McCluskey & Julie Taube – PTSA is going over budget on food; decided not have the welcome back breakfast to conserve costs; calendar will be updated to reflect the change.

- **Treasurer's Report** - Shelly Casner – Shelly is in Denver, no concerns over budget from team.
- **Principal's Report** - Kindra Smith – We are winding up for next year and graduation. No info yet but date will be published as soon as it is finalized. We recently hired Courtney Hayes – rising stars- great with supporting teachers and technology and will join graduation committee. Seniors are fabulous! Thank you for all the goodies and helping us with vpis cart, mini grants, very appreciative of what we are able to give; Flock cameras have been installed near front entrance and are solar paneled. They scan/track every car tag that comes into our parking lot which is reviewed by police department. Alert badges will be issued for staff to be worn by lanyard (looks like cc) teacher can push it 3 times for help, if they push it 10 times SS police will arrive to school. Riverwood, Ridgeview, Heard's Ferry Elementary are the pilot program for entire district). Sensor fobs will be installed. Dr. Looney is pulling all the stops to ensure everyone's safety. Personnel/staff openings

at Riverwood. Due to coach Mezzio's retirement, we are looking for a new Athletic Director. Interested Candidates – will start interviewing in January and hope to hire person next semester to train with Mezzio. Additionally, a data clerk position is open – more of a data specialist – input data to help with scheduling. Two teacher assistant positions are available. April 15 is Prom, Saddle is February 25. We are very appreciative, grateful and thankful for all you all do.

- **VP Reports:**

- **Hospitality** - Angie Goldman & Lori Rosenthal – handling holiday event today at school so they were not able to attend the PTSA meeting. Teacher mailbox treats (cookies) and 212 breakfast in November went well. Student lunch went well, too. Parent families donated \$7,000 (187 staff members and 36 bus drivers each received a \$25 gift card.
- **Membership and Fundraising** - Starla Daniels & Carolyn Watkins – No updates.

Send an email or post about last minute donations and corporate matches. Dogwood tutoring is a strong business partner to be included in Principal Circle's Event

- **Student & Parent Support** - Amy Rubin – morning biscuits give out went great, 1300 were ordered and all given out; 2 different stations were located indoors. Ms. Smith recommends that next year it might be better to have stations outside - if weather cooperates; Junior committee head for t-shirts (move-up) is ready to go; budget is inaccurate – line items are not enough money to support what we want to do; cost has gone up and need to update the budget accordingly.

- **Administration & School Support** - Sarrah Elmi-Williams & Kasey Willis – new sign ups for front office volunteers were sent through end of semester, also sent out sign ups for holiday gift cards, if you need volunteers -please talk to Kasey

- **Communications** - Jen Cohen & Leslie Paul – Posted photos yesterday of biscuit give out and will do another membership post before the end of the year including holiday

event; volunteer appreciation event in April will be a sentimental project i.e., video.

○ **Academic Enrichment** - Kathy Dees – reflections 46 entries – local and district judging awaiting results; Tova went to event and took photos at event; several kids will qualify for state but waiting on results. A lot of art focused on depression and youth anxiety – a concern that should be investigated further; No new mini-grants.

- **Wrap Up/Adjourn Meeting – 10:18AM**

- **Upcoming Calendar Items:**

- Dec 16: PTSA Donor Recognition Email
- Dec 16: Last Day of Fall Semester
- Jan 4: First Day of Second Semester
- Jan 6: Prospective Parent Tour
- Jan 10: Executive Board Meeting
- Jan 11: VP Newsletter Updates Due
- Jan 11: Senior Committee Meeting
- Jan 13: PTSA Newsletter
- Jan 19: Experience Riverwood
- Jan 20: Principal Student Lunch - D
Lunch

- Jan 24: General Membership Meeting
- Jan 25: Mailbox Treats
- Jan 25: Dual Enrollment Night
- Jan 27: 212 Recognition Breakfast

Attendees:

Lee Graiser

Amy Rubin

Leslie Paul

Kindra Smith

Jen Cohen

Julie Taube

Kathy Dees

Kasey Willis

Chrissy McCluskey

Starla Daniels

Carolyn Watkins