

HTEPA Officer Meeting Agenda

Date: 9/9/25 Time: 6:30pm Place: Zoom

Zoom Link:

<https://uso6web.zoom.us/j/5031461203?pwd=clRtRzO3dVpLY1pRL1pWOkozSUVSZz09&omn=87277085420>

Meeting ID: 503 146 1203

Password: 2150

Call to Order/Establish Quorum:

Minutes Approval: 8/4/25

Intro./Opening Question: 6:30-6:40

Action Items/Voting: 6:40-6:45

Executive Reports: 6:45-7:15

President's Report: Mandy Buzzell

School Updates: Jenny Merrill & Emily O'Neal

Treasurer Report: Brit Apone

Communications: Tristan Barnum

Break Out Working Groups: 7:15-7:45

Communications: Tristan Barnum

- Establish Marketing Plan for this school year

Fundraising: Tasha White/Mandy Buzzell

- Discuss Fall Email Campaign, Logowear, Book Fair, Event/Exhibition Food Trucks, Halloween Candy Buy Back, & Sponsorships

Community Building: Audrey VanAlvea & Melissa Brown

- Reflect on Popsicles in the Park & Back to School Beach Bash, Planning for Movie Night 9/19, Fall Campout 10/24-10/26, Halloween Costume Parade 10/31, & Event/Exhibition Food Trucks.

School Support: Rosa Meadows

- Discuss Info. Table at Back to School Night, Families in Need, Room Parents Plan, Fall Semester Teacher Appreciation, 5th Grade Committee Plan

Share Out/Discussion: 7:45-8:00

Adjournment @ 8:00PM Next Meeting Scheduled: 10/6 6:30-8:00 Officer Meeting