

Voorhees HS PTSO – Meeting Minutes

December 6 , 2021

Attendance –

John Simpson – Assistant Principal, VHS

Amanda Mahon – PTSO President

Jonathan Lapoff - PTSO Vice President (NOT IN ATTENDANCE)

Tracy Fly - PTSO Secretary

Nancy Slota – PTSO Treasurer

~ Public attendees - Sonia Thorpe, Sophomore Child; Rose, Senior Child

Amanda Mahon called the meeting to order – 7:06 PM

Welcome Everyone

- **Zoom time is limited to 40 minutes** per Zoom account but if we time out, just log back in and we will have another 40 min.
- The **public** is kindly requested to be on mute and encouraged to join at the announcements portion of our meeting and/or email us at vooheeshsptso@gmail.com
- Membership forms are on our webpage under the Membership tab

1. OLD BUSINESS

A. October Board Minutes: *All Board members read and were in Favor of October Board Minutes. (There was no November meeting.)*

B. PTSO Facebook page: Jonathan is handling so will discuss at next meeting or in an email. Amanda noted that there has been a page created: VoorheesPtso We need to make the transition from the old page(VHSPTSO2021) and get the new webpage updated.

C. Membership Form Updates: Email blast with special notice to community will be sent out in January per Amanda and the fees are as follows:

Single: \$15.00 (1 parent / 1 child)

Family: \$20.00 (1-2 parents / up to 3 kids)

First Responders, Teachers: \$6.00

Hardship: \$0 (These requests will be shared and approved by the VPs of the appropriate grade.)

All in agreement that membership will be a requirement to be eligible for Project Graduation and Student Awards.

D. Square Acct: Amanda shared that the Framework is set up, just need to personalize store for check out. No fees, most reasonable price, more info to come. Will replace PayPal in January and will reevaluate in June.

E. Cheddar Up: Nancy shared that this is another option that is good for collecting money as well as information (student, grade etc.). The downside is that it is a little more expensive. The free version is limited to 5 items for sale. There are options for e-check and mail-in checks.

2 TREASURER'S REPORT

A. Raffle License renewal is in the works (expires in March 2022) and Raffle account balance is listed below.

B. October 2021 Bank details are as follows:

Starting Balance 10/1/2021: \$2,796.71

Income: Paypal - Membership \$44.08

Ending Balance 10/31/21: \$2,840.79

Raffle Account (as of 9/30/21) \$550.00

C. November 2021 Bank details are as follows:

Starting Balance 11/1/2021: \$2,840.79

Income: Qtrly Smile deposit \$21.40

Expense: Annual Report \$30.50

Ending Balance 11/30/21: \$2,831.69

Pending: Paypal Deposit/member fee \$?? *(i missed this info... apologies)*

Kona Ice check \$10.00

Memberships as of 11/30/21: 6

Raffle Account (as of 11/30/21) \$550.00

3. PRINCIPAL'S REPORT - MR. SIMPSON

- Awards Update: Best part of his day was handing out 11 VHS PTSO Student Awards. These kids got a \$10 Amazon gift card and a really nice letter from the PTSO. Everyone was in agreement that the letter was a nice touch and something they can keep for future reference. There will also be a sign posted at school with all the students that were recognized and students that are uncomfortable with this can be removed. He is in need of 17 more gift cards; we may get a variety so the students can choose. Nancy will see what is available and get the cards to Mr. Simpson. Discount cards for school lunches were suggested but Mr. Simpson said kids would be more excited about gift certificates to either Amazon or Dunkin Donuts etc.

4. NEW BUSINESS

- A. VSH Support / PTSO Access:** Amanda inquired about what the PTSO has access to at the school for projects/mailings/marketing the PTSO. Mr. Simpson confirmed that he could make copies for the PTSO as necessary as we are not allowed to utilize the school office as everything that goes on is confidential there. We can reserve room 135 to do mailers/projects as necessary. There are no bulletin boards that can be utilized (they are controlled by clubs & students) but flyers can be posted around the school / lunchroom as necessary. Amanda will get coupon flyers to Mr. Simpson for printing.

- B. **Access to School Calendar for Fundraising Planning:** Amanda has the password now so we can see what is being planned by other groups. If nothing similar is going on at the same time, we should be able to run our fundraisers. Approval is still needed but we don't need to have Mr. McGeehan review calendar for us any longer. Mr. Bowman, the Athletic Director, is another contact for us.
- C. **January email blast** to include notice of desperate need of members to help build committees for successful Project Graduation, Teacher Appreciation etc. for 2022 & beyond. Everyone was in agreement. As noted above, we all agreed with Mr. Simpson that membership can and will be a requirement to be eligible for Project Graduation and Student Awards
- D. **Advertising options for Parents, Teachers & Students** to grow PTSO. Will utilize our website, flyers, social media, student award letters etc. As mentioned above, Mr. Simpson can print for us and post flyers around the school as needed.
- E. **VSH Staff Holiday Gifts:** Everyone on staff will get a Free Discount Card from the PTSO. Amanda will purchase 170 envelopes for gifts to be stuffed, labeled and dropped off at school next week. Tracy will help stuff envelopes etc.

5. FUNDRAISERS AND CALENDAR ITEMS

- A. **Discount Card Fundraiser:** If we can have help from office or utilize school postage we can save a lot of money and also make more money per card sold. Mr. Simpson confirmed we cannot use VHS staff or postage so we will make \$8.00 instead of \$10.00 per card if parents must order discount cards online. This is how we will move forward as it will save everyone additional work.
- B. **Fundraising Event - Talent Show:** Rose asked if this was still a possibility. Mr. Simpson said it could possibly be outdoors with a realistic date/rain date. Not sure if we could use the auditorium due to new variant and the uncertainty surrounding it. Amanda shared with Rose we would need a group of parents to run it and a chair because we just do not have the manpower currently.
- C. **Fall online Candleberry Fundraiser:** Ended in November, update forthcoming from vendor per Amanda.
- D. **Kona Fundraiser at the Milkcan Game:** Amanda said we made \$10 and that we get 20% of sales. Unfortunately, it was a cold, rainy night and most people did not know that he has a Winter Theme as well and sells Hot Cocoa etc.
- E. **Upcoming Fundraisers:**
 - a. My City Discount Card online store: Amanda/Nancy spearheading. This is available and ready to be launched, an email blast will happen in January.
 - b. VHS general apparel online: Jonathan will chair. He has reached out to Destination Athlete but suggested not doing it right now.
- F. **Winter/Spring Fundraisers (so far)**
 - a. **Flower online Store:** Tracy chairing. Pending a thumbs up from Mr. McGeehan, sent a second email today. Needs a tax ID to set up with company. Amanda or Nancy will share. Tracy will set everything up in January for a Feb/March start.
 - b. **Shammy Shine Gift Cards.** Tracy confirmed that there is no expiration date on the cards. Basically, we would get \$10 or \$20 gift cards to sell and then we would keep 30% of all sales.

- c. **2022 Graduation/Senior Lawn Signs:** Amanda is gathering information and looking for an online option. We will need volunteers to run this endeavor, Amanda is just pulling together options. Last year approx 150/175 signs were sold and about \$2000.00 was made.

6. Project Graduation - VHS Class of 2022 Graduates on June 15th, 10-11:30 AM per VHS School Calendar

- A. **NEED COMMITTEE TO HELP FUNDRAISE AND PLAN !**
- B. **Chaperones:** Teachers typically Chaperone with payment.
- C. **Senior Student Count:** 270ish but not all will attend so we should plan for 125-140 students approximately.
- D. **Activity (iPlay America or alike)** Cost is \$30,000 (approx \$214 per student with no fundraising. Not sure if this number includes chaperones cost or not.)
 - a. will be in the afternoon or evening on 6/15, need to book large groups in advance
- E. All were in favor of **Senior Survey and Parent Survey** of activity options.
- F. **NJ Grants,** Applications due in March. Upon further investigation, it appears that the \$50 is just to start the process of finding a grant writer, then it will be another \$150-200 to pay the grant writer. The grant could potentially be about \$2,000.00 so may still be worth it but we don't know for sure. Will need to further discuss.
- G. **Raffle:** typically tickets were sent out and people sold if they chose to. Prizes were various monetary gifts. Will need to investigate/discuss further.
- H. **Senior T-shirts** - Amanda needs another person to chair with her. Tracy suggested a design contest for the seniors but Mr. Simpson said that the kids just care about their names and the year being on it. The vendor has designs to choose from so Amanda will see if they could even entertain a submitted design but it's most likely that we will just choose a design and move forward on these shirts to keep things simple & streamlined.

7. OTHER BUSINESS: N/A

8. ADJOURNMENT. Thank you for your participation! Our next meeting will be next January 10th or 11th. Please stay tuned to your email and our PTSO webpage! We wish you and your family a Healthy and Happy Holiday Season!

Meeting adjourned by Amanda Mahon at 9:00PM

Notes Submitted by: Tracy Fly, PTSO Secretary