

**Seminole Middle School PTSA Board  
Meeting Minutes**

Tuesday August 22, 2023

Seminole Middle School PTSA General Meeting

**Date:** Tuesday August 22, 2023

**Time:** 6:00 pm

**Room:** Media Center

Attendees: 24 Attendees present.

**Quorum Establish**

**I. Call Meeting to Order** - at 6:05 pm by PTSA President Tara McCabe

**II. Welcome & Introductions** - President McCabe

- a. New executive board introductions

**III. Approval of General Meeting Minutes** - Secretary Grantham

- a. Approval of May 16, 2023, General Meeting minutes – Secretary Grantham motioned for approval, Vice President Commander 2<sup>nd</sup>, all in favor – yes. Accepted as presented.

**IV. Treasurer's Report** - Treasurer Hartmann

- a. June 2023 Treasury final report there was a handout and President McCabe reviewed the center column.
- b. Audit Report – Audit Committee Members: Alison Mazzei (22-23 Treasurer), Rebecca Fawcett, Kelli Clarke, & Leigh Kendall completed the audit.
- c. 23-23 budget proposal and approval

President McCabe advised the PSTA would like to get this budget to be approved.

President McCabe proposed to approve the new budget, Vice President Commander 2<sup>nd</sup>, all in favor – Yes. Budget approved unanimously.

President McCabe advised that in 2024 she would like to get budget approved in May 2024 prior to the summer break.

**V. Principal's Updates** - Dr. Robert Ovalle

**a. Welcome & Updates**

Thank you for being here. PTSA takes a community effort.

I am new to a school & new to Middle School.

Consistency is key. And we are ensuring there are processes in place.

An example of that is when the students are entering in the morning, we tell them to stay to the right.

Now they remember they need to stay to the right when entering the building.

We use the PBIS system to constantly bring up all the positives we see, and we reward the students for good behavior.

We have simple systems in place.

I make sure I am very visible – students will see me at the bus line, at the bike rack, in the car circle, in their lunches, in classrooms discussing the book.

I always make sure I follow through with communication to any parents who reach out.

Kids are connecting with the different practices we already in place, such as dress code policy, & the cell phone policy.

One parent said that their student said the classes are so much more engaging now that cell phones are away.

I am chipping away at “the Principal brings bad news” mentality, I am instead bringing the good news. Students need a book. Some people ask: “What if they don’t bring it back?” Who cares? They need a book.

We will be conducting testing this week and it is computer-based testing. This testing is prescriptive: if they get it right, then the next question will be harder, if they get it wrong, then the next question will be easier.

We are going to let the data drive instruction. If the students all know about characters & plot & theme, then why teach it for 2 weeks, let's move on to the subjects they don't know and teach them those areas of instruction.

Question about Sunday calls. Dr Ovalle said he does not make phone calls unless it is something big, some news that he needs to get out quickly. There is an email that will go out called "Hawk Talk."

Dr Ovalle stated that he comes from an Elementary to a Middle School that is 3 times bigger. Safety is very important. Just got approved for a screening to be put on the windows & doors. It will have a SMS Middle picture on it where you can see out, but you cannot see in. So, you will not be able to see if there are students in an area from the outside.

Phase one: Will go inside the front office.

Phase two: Will go on the doors near the café on the north side of the building.

Question: Will the front door always open?

Answer: The door to the entryway will be open but all other doors will be locked. The district is trying to have "Buzzing in" for schools go away. We want to make schools inviting. If you find something concerning, let us know.

Question: Are we going to get a new marquee?

Answer: It's like a 14-year rotation, but next year Seminole High School has renovation going on & Dr. Ovalle said he spoke to the District Director of Maintenance, so hopefully we can get a new marquee for next year.

Dr Ovalle's Three Goals: Academics, Civility, Respect

On 8/23/2023 a Deputy will be onsite to educate the parents who pick up students in an unsafe manner.

#### VI. **Membership** - VP of Membership Mazzei

- a. **Current Membership** – VP of Membership Alison Mazzei & Teacher Representative Tracy Procaccini have been spearheading membership. We have 63 total members in membership so far.

22 of those 63 are SMS Staff.

This week Tracy obtained approx. 12 more SMS Staff Employees.

The PTSA Goal is: 100% of SMS Staff to join.

As an incentive PTSA has Qty 2, \$50 Bone Fish Gift Cards to raffle off for each SMS Staff Member who joins by this Friday 8/25/2023.

Received request to change the deadline date from Friday 8/25 to Wed. 8/30/2023.

Request to extend the Membership deadline to Wed. 8/30/2023, approved by President McCabe.

PTSA memberships can be purchased

here: <https://seminolemiddle.memberhub.com/store?limit=21&live=true>

- b. **Givebacks "Shop to Give" program** – President McCabe

This is a program where parents/families can link a credit card to certain retailers, and when purchases are made from these retailers a percentage is donated to SMS PTSA.

President McCabe explained we need someone to lead this program. There is a Shop to Give Account Representative that can train the person/people who agree to lead this program. Please

let us know if anyone is interested in taking that important responsibility on. Need this training communicated to SMS parents/families for engagement.

## VII. **Spirit Committee** –Vice President Commander

### a. **Shirt sales/inventory** -

Shirt sales are going amazing. Teacher Rep Tracy Procaccini is distributing the shirts.

Dry fit shirts are coming in on 8/23/23 and will cost \$20. We are going light on the first order b/c they cost 3x as much as the other T-shirts.

Parent suggestion to sell shirts & other food/snack items at volleyball home games. First volleyball home game in September is on Mon. 9/11/2023 4:45 – 7:30 pm

### b. **New Spirit items** –

The PTSA Team needs more ideas that would draw in more donations.

New items discussed: stickers, iron on patches, socks

Question: What about Magnets

Answer: We have leftover magnets from prior years that did not sell.

The Spirit Store is very profitable.

Any suggestions of Spirit items?

Question: Have you ever dabbled in hats or socks? Or towels, or cushioned seats to sit on for bleachers? Water bottles or stickers or key chains?

Answer: No, but we will get quotes.

Please let us know of any other suggestions.

Question: Have you considered short sleeve dry fit shirts?

Answer: Same cost as long sleeve dry fit shirts (\$20)

Per President McCabe, we do need to watch b/c we budgeted a certain amount.

## VIII. **Spirit Nights** – Chairperson Kelli Clarke & Chairperson Leigh Kendall

### a. Update - Kelli & Leigh earned \$1,400 for organizing all of the Spirit Nights last year.

Wendy's was the most profitable.

Eat-in restaurants were not as profitable.

We are trying to have a Spirit Night next week – but nothing scheduled yet.

Then penciled in plans are as follows:

- Sept. 13<sup>th</sup> with Panda Express – This is a unique option, if anyone in the country purchases from Panda Express then SMS Middle School will receive 28% back.
- Nov. 8<sup>th</sup> with Chipotle between 5- 9 pm

Chicken Salad Chick has donated \$500 worth of food. We will be using it for the 9/25/2023 Teacher lunch. Can contact Courtney at Chicken Salad Chick.

Texas Roadhouse will also be donating \$500 for Teacher lunch.

Leadership – Denise Rohrs offered to help Mrs. Szydlowski with Leadership get to a magnet program.

Need help generating Revenue, Newsletters & Flyers.

Leadership is looking to do 2 Spirit Nights.

There was a suggestion for a Sky Zone Trampoline Park Spirit Night on a weeknight from 4 – 7 pm.

Also Sky Zone has offered reduced fee tickets for students.

The Clearwater Sky Zone has a sensory night on Tuesdays.

Question: Can you look into Winn Dixie or other grocery stores sometimes they offer customers the option to round up to a full dollar for specific donations.

Answer: Yes, we will look into that.

**IX. PBIS - Vice President Commander**

a. **Update** - Ms. Moore & Ms. Hoag were spearheading this.

Ms. Moore would like to conduct a survey with the students to see how they like/what they prefer & would like Volunteers to help.

Dr. Ovalle plans to partner with Ms. Moore to move launch date closer to Sept 1. There are PBIS Quarterly events. Possibly a glow party or a movie night etc.

SMS has a popcorn machine. Last year students loved the popcorn, there was a long line of students who wanted their popcorn.

Ms. Moore was looking at possibly obtaining a snow cone machine.

**X. Fundraising – President McCabe**

a. **Banner sales** -

SMS PSTA traded the cost of the banner to Texas Roadhouse, Chicken Salad Chick, & Hungry Howies.

Dr Ovalle worked to secure the All Smiles and Indian Springs Marina banners.

So many banners outside of SMS. So rewarding.

b. **Fall Back to School no fuss fundraiser 9/5/2023** -

Discussion of the “No muss, No fuss” Fundraiser planned for early 9/5/2023. Last year’s PTSA held the fundraiser in April 2023 and they raised \$4K. Hope to raise approx. \$10K because it is early in the year and hopefully all families are fully engaged as it is the brand-new start to a new year.

**XI. Hospitality – President McCabe**

a. **Welcome Back Breakfast – Thank you to EVERYONE who sent in items!!!**

There were so many donations from our parents that provided a great spread for our Teachers and Staff.

b. **Teacher Lunch 9/25 – Chicken Salad Chick – it is an in-service day for the staff.**

Remaining items from Publix. 11:30 am – 12:30 pm. Setup and clean up help needed. A Sign Up Genius will be sent soon.

Need to lock down a holiday lunch date.

Question from Rachel Denis: When volunteer opportunities arise, are we going to get emails about those volunteer opportunities?

Answer: Dr. Ovalle advised Mrs. Pollard has gone full time and will be in the front office, she is the Family and Community Liaison and has the Volunteer Opportunities.

Question: Are there any rules that the PTSA can sell refreshments during the sports games?

Answer: Ms. Moore sold items at some sports events last year. It may have been for PBIS. We can look more into this.

Comment: There is not much that recognizes sports.

Dr Ovalle advised planning to do a Hall of Fame this year with maybe a banner or an award. Mr. & Mrs. Hawk started last year. It is a great opportunity to capitalize on the sports and athletic teams.

**XII. Open Discussion**

- **Teacher Lounge Restock** - we need some volunteers to restock the teacher lounge with coffee and snacks once a month. We will also need help shopping for items that will be funded by the PTSA. There is currently a suggestion sheet in the lounge for staff to make suggestions on items they would like. The goal would be to start this in September. We could also allocate this responsibility on a monthly basis and would not have to be a full year commitment.
- Next General PTSA Meeting will be scheduled for Tues. October 10, 2023 at 6pm.  
Then the PSTA Meetings should occur on the 2<sup>nd</sup> Tuesday of each month following.

**XIII. Adjournment** – by President McCabe at 7:20 pm

Respectfully submitted by: Julie Grantham – SMS PTSA Secretary

Approved as: Read: \_\_\_\_\_ Corrected: \_\_\_\_\_ Date: \_\_\_\_\_