

Falcon Middle School
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MINUTES
PTSA Membership Meeting
September 20, 2007

The meeting was called to order at 5:35 pm by Denise Rapp, president of the Falcon Middle School PTSA. Denise presented the Agenda briefly and introduced the current officers. Officers for 2007-2008: President – Denise Rapp; Vice President – Jana Fortune; 2-Vice President – Greg Pottorff; Secretary – Open; Treasurer – Aira McMillan. Current Committee Chairs: Kimmy Cockrum, Chair of Bulletin Board Committee and also Chairs the Sports Gala Committee.

Following introductions, Denise introduced the first order of business, which was a brief presentation by Karen Hobson, the founder of PTSA at Falcon Middle School and a member of Falcon Middle School staff. Karen explained what the PTSA does, its structure and history, its purpose, and how getting involved makes a difference in our kids lives.

TREASURES REPORT

Next order of business was the Treasures Report. The treasurer's report was approved by consensus. Ending balance as of 8/31/07: \$5722.14.

MEMBERSHIP REPORT: There are currently 111 members.

ANNUAL BUDGET

The Annual Budget was examined by line item. A motion was carried, by unanimous vote, to approve the Annual Budget.

SURVEY RESULTS

Denise then explained the survey that was recently distributed to assess how PTSA can offer programs that are most important to parents. The top two results of the survey were: Academic Achievement and Safety/Security.

PROGRAMS

Karen Hobson gave us a description and times and dates of the Academic Programs we will offer parents this year. The Two programs for Academic Achievement are as follows:

1. A presentation by FMS Staff on what FMS is doing in this area.
 - Scheduled for November 1, 2007 at 6:30 pm.
 - Location to be determined
2. Get the Most Out of Parent Teacher Conferences
 - Scheduled for October 2, 2007 at 6:30 pm.
 - Location to be determined

Denise Rapp described the Safety and Security Program to be offered this year: "The Internet and Your Child" presented by the Colorado Springs Police Department. Times and place are still undetermined. Updates will be forthcoming. Denise acknowledged that all issues on survey are important to parents and gave information about resources available to parents on PTA and FMS PTSA websites.

UNFINISHED BUSINESS:

It was mentioned that we still needed a Secretary and that Janna Fortune, our current Vice President wanted to give someone else a chance to serve. Traci Dulaney accepted the position as Vice President and was approved by unanimous vote. The Secretary position was filled by Melissa Wagner and was approved by unanimous vote. The following Committees Chairs were filled by the following:

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Book Fair Chairperson: Katie Pace

- Book Fair to be held November 27 through December 3rd.
- Book Fair Chairperson Job Description was given to Katie. This chair works with the school librarian to provide volunteers to assist in the library and to work during the Book Fair.

Concessions Chair Person: Marti Wallner

- All Concessions dates and times are and will be listed at www.falconptsa.org
- Concession Chairperson Job Description was given to Marti. This is a major fundraiser. This chair coordinates operations of the concession stands during home games for basketball, football, softball and volleyball. This chair will purchase the food and organize the volunteers needed to run the concession stand. The chair is also responsible for managing the inventory of food and training volunteers to count and secure the money at the end of the evening.

- **Reflections Chair Person: Lisa Funk**

- Reflections runs through October and November. Entries Forms Due by November 27.
- Reflection Chairperson Job Description was given to Lisa. This chair works to promote and coordinate the National PTA "Reflections" Program. Primary duties include promoting the program, making rules and entry forms available and making sure deadlines are met.

OPEN Committee Chairs:

Academic Programs Chair: Coordinating events organized by the PTSA, scheduling events, recruiting and organizing parent volunteer helpers.

Fund Raising Chair: Develops and organizes new fundraisers, recruit volunteers and supports key fund-raising events. Monitors success of fund-raisers and recommends changes to fund raising objectives and strategies at Falcon Middle School.

Holiday Dance Chair: Responsible for planning and executing PTSA-sponsored holiday dance for the students. Recruit volunteers, organize, decorate food, music, and other tasks, as needed.

Safety/Security Program Chair: Coordinating events organized by the PTSA, scheduling events, recruiting and organizing parent volunteer helpers.

Student Honor Roll Incentives Chair: This Chair is primarily responsible for organizing Honor Roll Incentives for Students. It also entails coming up with creative ideas for gifts, putting together the gifts, and delivering them to Honored Students.

Teacher Appreciation Chair: The Teacher Appreciation Chair is primarily responsible for organizing Teacher Appreciation luncheon. It also entails coming up with creative ideas for gifts, putting together the gifts, and delivering them to the teacher/staff mailboxes.

NEW BUSINESS:

- Reflections will run through October and November. Entries Forms Due by November 27. Rules and Entry Forms can be picked up in office or on www.falconptsa.org.
- Explore a new Recycling Program
- Program for students with deployed parents. Name and info of FMS counselor in charge of program given.
- Magazine Sales: Still need volunteers for October 2nd.

ANNOUNCEMENTS:

3. The next membership meeting will be Held October 2, 2007 at 6:30 pm. "Get the Most Out of Parent Teacher Conferences". Location to be determined.

The meeting adjourned at 6:35 p.m.

Acting Secretary/Note Taker: Denise Rapp