



**Parent Association
Executive Committee Meeting Minutes
October 11, 2019**

Members present:

President - Dineen Mansfield	Dir of Development – Alpa Brannam
VP - Tricia Swan	Principal - Kelly Laster
Treasurer- May Nguyen Mitchell	Silver Angels – Carlos Estringel and Fernando & Beatriz Rey

Call to order:

- The meeting was called to order by Dineen at **8:04 a.m.**
- Dineen motioned to approve the minutes from the September 13, 2019, PA Executive Committee meeting. Motion seconded by Tricia with call out of typo of “s” in the word “end”. Motion approved. *Dineen to send a final copy of September approved minutes to Ms. Mares for publication to the website.*

Officer Reports:

Treasurer Report: May Nguyen Mitchell

- @\$9,310 income as of 9-30, mostly from PA dues. Additional income from lunch program and community partners. @\$1605 in August expenses. @\$7,700 in net income.
- Note - regarding 2018 orientation invoice was not reflected as paid in prior year financials. Tricia to review notes, believes paid in earmarked funds.
- May motioned to approve Treasurer report. Motion seconded by Dineen.

Unfinished Business:

- **Eat ‘n Treat:**
 - Do we have enough volunteers to grill? Yes - Carlos, Chris Tovar & Rick Laster.
 - May to send supplies list to Alpa. Alpa to purchase supplies needed.
 - Dineen to update promotional flyer.

- **Health Screenings:**
 - Per Health Committee chair, all set to go. Note to propose that school can pay for health certification classes thru Region 13. Dineen to email Billie and cc Crystal as an FYI.
 - School has budgeted for next year to potentially have a full-time nurse on HFCS Staff.

New Business:

- Introductions to transitioning in Silver Angels chairs.
- Grandparents Day - in gym. need volunteers to man coffee table.
- Book Fair - Volunteers for book fair to go through Melissa Madison's sign up. Melissa to provide class time slots for book fair to Alpa. Carlos awaiting time slots to share with grandparent volunteers. Mrs. Laster suggested we utilize parents for grandparents day support as well.
 - Alpa to run reports of grandparents who live in Austin area, within Texas, and out-of-state to share with Carlos.
 - Mrs. Laster to reach out to Patsy to determine if parents can grant access to RenWeb to grandparents in order to log volunteer hours.
- **Lady of Guadalupe on 12/12** - request from Mrs. Lake and Mrs. DeLa Garza for flowers, pan dulce, hot chocolate, etc. They are to provide Mrs. Laster with more specific details/numbers on what they need. Most likely a sign up genius can go out to all parents to help with supplies.
- **Box Tops update** - we can designate teach in online app. Alpa to send a Room Parent email with info. Dineen to send updated flyer to Alpa.
- **Next PA EC Meeting – November 8, 8am**
- **Meeting Adjourned at 8:29AM**