



**Archway Veritas Parent Service Organization  
General Membership Meeting  
August 7, 2019**

<b>Incoming Board Members</b>	<b>Attended</b>	<b>Members</b>	<b>Attended</b>
President – Kerri Burki	P	At-Large Communications – Heidi Rowland	P
Vice-President – Lauren Morstad	P	At-Large Community Outreach – Adriana Gruber	P
Secretary – Kelli Grove	P	At-Large Social –	N/A
Treasurer – Kristen Sarracino	P	At-Large Hospitality – Hester Stewart	P
Dads’ Club- Chris McCorkle	P	At-Large Homeroom – Tracey Powers	P

<b>Staff</b>	<b>Attended</b>	<b>Staff</b>	<b>Attended</b>
Headmaster – Dr. Mary Frances Jeffries	P	Director of Academy Giving – Katie Worch	P
Office Manager – Ami Hosack	P	Office Manager – Pat Del Duca	A

P=Present A=Absent

**Called to Order at 8:25 a.m.**

**Mission Statement (Kerri)**

All parents and guardians of students currently enrolled at Archway Veritas are members of the school’s Parent Service Organization. We are a community of parent volunteers that provides a support system to enrich our student’s academic experience. We volunteer our time in service, facilitate communication, administer social activities and raise funds to benefit and support the faculty and administration that are working to provide the best educational experience for our children.

**Acceptance of Prior Meeting Minutes: move, Lauren Morstad; second Kristen Sarracino**

**Headmaster Report: Mary Frances Jeffries**

- Discussion of new leads per grade level
- Continue discussing with community on the importance of partnership of parents and staff
- Have a procedure and sign up for a new COPY ROOM VOLUNTEER
- Benefit of having Officer McNeil for the first few days for after school traffic flow.

**Academy Giving Report: Katie Worch/ Courtney Holmes**

- 5K December 7<sup>th</sup>
- Auction "SAVE the Date" March 6<sup>th</sup>, 2020 and still looking for chair and co-chair for the event.

**Teacher Representative: Sheena Barton**

- (will only attend General Board Meetings)**

**President Report: Kerri Burki**

- Back to school night vendors to set up 1 ½ hour earlier than the event start time.
- Find THANK YOU cards in the Copy Room AVPSO mail box
- Continue MTK training with Homeroom Parents next week. Still encouraging community to sign up as we still learn to navigate the new portal.
- Confirmed, school supplies are on the website after the EduKit sale period is over. Parents must look under the
- Reminder to review BYLAWS and Handbook in Dropbox under Board Information
- Keeping Dodgeball as the Mother/Son event
- Approved the Fall Fest time from 3:30-5:30
- Kelli Grove will be point of contact for Fall Fest and guide committee as needed
- Lauren and Kelli are working on finding a used uniform volunteer
- Lauren will take the VP position but please CC Lauren on all communication

**Vice President Report: Lauren Morstad**

- We are looking for a used uniform coordinator and reaching out to the community
- Currently working with several in our community to find a chair and/or solid committee for Auction

**Secretary Report: Kelli Grove**

- Yearbook sales continue to look good.
- AVPSO MarketPlace is being cleaned. It will be for special events, sales, yearbook, and etc....Thank you to Asia Collings for taking part in the clean out. Windows have been cleaned and painting the interior will take place this Fall, donated by parents.
- Will connect with Lost and Found Coordinator.

**Treasurer Report: Kristen Sarracino**

- Seeking two sponsors at 2,500.00 for Fall Fest
- Fall Fest will still be a free entry event
- Please have vendors make checks out *Archway Veritas Parent Organization*
- All lead teacher and support are given checks from AVPSO to help with supplies
- Two Charitable contributions from the AVPSO: 3,010.00 and 1,000 to buy an Audiometer (last year)
- Reminder to put notes in the cash box and cash box always begins with \$55.00

**Communications Report: Heidi Rowland**

Ask that any communication needs for the AVPSO Sunday send out be submitted by Wednesday but will accept items to add until Friday noon time.

**Community Outreach Report: Adriana Gruber**

- Recently accepted the position two weeks prior to our first Executive Meeting
- She will be reviewing the binder and coordinating with companies.
- Goal is to have all events mostly reserved in the coming weeks .
- It was suggested sweet treat be the first Wednesday of the month but still in discussion.

**Social Report: N/A**

**Hospitality Report: Hester Stewart**

- Back to School event hosted by the Yard on August 22,2019 4:30-7:00

**Homeroom Report: Tracey Powers**

- Homeroom Parent Meeting August 28<sup>th</sup> at 8:15
- Emailed confirming meeting and asked parents to watch a 6-minute video on what it means to be a homeroom parent and its expectations.
- Document provided to Board regarding MembershipToolKit (MTK) for Homeroom Parent meeting Aug 28th
- Discussion opened on how to encourage homeroom parent inclusion for each grade level

**Dads' Club Report: Chris McCorkle**

- Hash Kitchen was a success
- Dad's club to be inclusive. Dad's will host an event but open for all
- Poker Night September 22<sup>nd</sup> at the VFW on Thomas Road
- Suggestion on Donuts w/ Dad, having donut holes or cutting donuts in halves. Currently working with individuals on setting up donations.
- Dad's Club meetings will be held every 3<sup>rd</sup> Thursday of the month
- Golf tournament in discussion TBD
- Looking at New Design for Dad's Club Spirit Wear

**New Business: All**

**Upcoming Events:**

- September 2: No School**
- September 8<sup>th</sup>: AVPSO Newsletter**
- September 11-13: Usborne Book Fair**
- September 11: Ice Cream Truck Book Fair Kick-off**
- September 13: Donuts w Dad/NOON Release**
- September 19: No School**
- Poker Nights September 22nd**
- September 23: AVPSO Newsletter**
- September 28: Great Hearts Gala/NOON Release**
- September 30<sup>th</sup>: No School**

**Next General Board Meeting: September 4<sup>th</sup>, 2019**

**Next Executive Board Meeting: September 18<sup>th</sup>, 2019**

**Meeting Adjourned at a.m. 10:25**