

The Founders Academy
Parent Teacher Student Group
Meeting Minutes



Vision: The PTSG provides support for the staff and students of The Founders Academy and promotes student leadership and family engagement

Mission Statement: The PTSG provides support through volunteers and fundraising for student and staff needs, provides leadership opportunities for students, and opportunities for family engagement.

Date of Meeting: 10/3/2023

In Attendance: JoAnne Dexter, Tom Huot, Carrie Lamy-Benavidis, Jacqueline Lianos, Samantha ('Sam') Murch, Matt Rosenberg, Mandy Saunders

1. Call to order
 - PTSG President, Sam Murch, welcomed all and called the meeting to order at 6:31PM.
 - All in attendance introduced themselves.
2. Review of Minutes from Previous Meeting
 - Minutes of the September 12, 2023 meeting were provided and reviewed as submitted by Cynthia Whitaker.

MOTION	To approve the minutes of the September meeting		
MADE BY	Tom Huot	SECOND BY	Carrie Lamy-Benavidis
VOTE	Unanimously approved		

3. Dean's Report
 - Dean Hayes was unable to attend today. All were encouraged to look for updates in the newsletter and Facebook group.
4. President's Report
 - There is still an open position of Treasurer on the leadership team. Tom Huot will remain as Interim Treasurer, but anyone who is interested in the role is welcome to discuss further with Sam or Tom.
5. Fundraising Report
 - Discussion of the upcoming Fall Festival and the Pumpkin Raffle.
 - Thank you to those who have already signed up to support. Please continue to use the sign up genius to sign up for needed options.
 - Set up starts at 3pm
 - Shannon Parr - will be managing late parking from 6-7
 - Sarah Rotast - will be managing cotton candy
 - Carrie Lamy-Benavidis - will be doing face painting

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- Discussion about music and connectivity of device to speaker.
- Note: we do not need napkins as we have a supply in the PTSG closet.
- Please continue to get the word about about selling raffle tickets/pumpkins. Also a reminder to complete the second step of paying. JoAnne is following up with some folks who bought tickets, but haven't yet paid.

6. Treasurer's Report

- Tom Huot prepared and distributed a Treasurer's report.
- Reviewed updated budget with line items for the 2023-2024 year presented by Tom Huot.

MOTION	To approve the budget for 2023-2024 as presented by Tom Huot.		
MADE BY	Sam Murch	SECOND BY	Mandy Saunders
VOTE	Unanimously approved		

7. Membership Report

- Reminder that there is a membership form available and that it must be filled out the month before ability to vote at a meeting. For example, if someone signed up today, they could vote at the next meeting.
- BBQ - This was a school, not PTSG, event, but we supported and were present. There was a good turnout.
- There is a teacher workshop this Friday (10/6). The donation will be posted tonight.
- Reminder that the Facebook Group is not a complaint board. It's purpose is to share about school or other events/activities that might be of interest to the entire school community. Please keep in mind what should be communicated directly to school administration versus in the Facebook group.

8. Student Liaison to Student Senate Report

- The Student Liaison position for this year has yet to be voted on by the Student Senate.

9. Other Committee Reports

- Teacher Appreciation - Updates & Requests
 - Ms. Meilleur request a printer. Discussed funding an Ecotank for the teachers room versus the personal printer that was requested.
 - Request was made by Kate Robichaud for stamps.

MOTION	To purchase 50 postcard stamps, \$0.51 each, totaling \$25.50		
MADE BY	Jacquaeline Lianos	SECOND BY	Mandy Saunders
VOTE	Unanimously approved		

- Student Support - no specific requests at this time. Discussed possibility of using Amazon Subscribe & Save option.

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10. Other Business

- Proposed By-Laws updates were reviewed and discussed. Will plan to vote on changes in the November meeting.

11. Next Meeting

- The next meeting of the PTSG will be on November 7, 2023 at 6:30PM in the TFA library
- The meetings are in the Facebook Group as 1 event with all dates.

12. Adjournment

- Meeting adjourned at 7:19PM

MOTION	To adjourn the meeting at 7:19PM
VOTE	Unanimously approved

Respectfully Submitted by
Samantha Murch

2023-2024 PTSG Leadership Team

President	Samantha Murch
Co-VPs of Membership & Communication	Jacqueline Lianos Cynthia Whitaker
Co-VPs of Fundraising	JoAnne Dexter Tom Huot
Interim Treasurer	Tom Huot
Dean of TFA	Dean Cassie Hayes
Student Liaison	TBD upon Senate Vote