

**Royal Oak Middle School PTSA  
DRAFT General Meeting Minutes DRAFT**

**September 19, 2022  
7:00 p.m.  
ROMS Learning Commons**

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Attendees: Val Moskalik, Karrie Chafetz, Mari delaGarza, Katie Bonus, Christen Kirsch, Jenny Kowalkowski, Laurie Ovies, Margaret Blount, Amie Brown, Anna Hansard, Joelle Jarrait, James Jarrait, Burgundy Gullo, Lindsey Potterack, Becky Skates, Julie Aichler, Nellie Harrie, Kent Klepachek, Gloria Fulton, Maryanne VanHaitsma, Elizabeth Mulheisen, Melanie Macey, Luciana Catledge, Linda Cronk, Jen Tietz, Christina West, Marcella Rogers, Melissa Berry, Amy MacDonald, Trisha Ferguson, Sarah Schwarz, Stacie Woodward, Andrea Mitchell, Libby Maccani, Kristin Meldrum

Quorum is met (7 members constitutes quorum)

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**I. Call to Order: Elizabeth Mulheisen**

- a. Meeting was called to order at 7:03 p.m.
- b. Future Meetings
  - Most meetings will be held to an hour or less
  - Paid PTSA members may vote
  - Meetings will proceed according to Robert's Rules of Order
- c. Introductions
  - Elizabeth Mulheisen, President
  - Val Moskalik, Vice President/Membership
  - Joelle Jarrait, 2nd Vice President/Historian & Activities
  - Amie Brown, Treasurer
  - Mari DeLaGarza, Diversity, Equity & Inclusion
  - Katie Bonus, Secretary
  - Raquel Martinez-Frutos, Member at Large
  - Melanie Macey, Member at Large/Communications
  - Kristin Meldrum, ROMS Principal
  - Lindsey Potterack, Teacher Representative
  - Kate Chambers, Teacher Representative

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**II. Secretary's Report: Katie Bonus**

- a. May 2022 Minutes
  - Val Moskalik motioned to approve the minutes with amendment to spell out DEI acronym to read Diversity, Equity & Inclusion. The motion was seconded by Jenny Kowalkowski. Motion approved.

b. Future Agendas

- If any committee chairs or officers would like items or detail added to the agenda, please contact Katie Bonus (katie.bonus@gmail.com) by the second Thursday of the month

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III. **Treasurer's Report: Amie Brown**

a. Report

- There has been no ROMS fundraising for last two years, we anticipate resuming this year. As a result, funds are low.
- Savings funds have been in place for many years, despite efforts to find out, no one knows the history or purpose behind it. National and State PTA says that membership may vote to transfer funds to checking and use toward budget since it was not earmarked.
- We have invoices coming in and would like to use the funds in the savings account. Invoices include: 6th grade t-shirts, staff appreciation reimbursement, educational funding requests from staff, 6th grade camp scholarships. Upcoming expenses include the Dawg Walk.
- Fundraising for 2022-2023 will include a 'Don't Bug Me' Fundraiser in the fall with a party for students in the spring if fundraising goal is met
- Striving toward transparency about financial situation

b. Budget and Discussion

- See ROMS PTSA Profit & Loss Budget v. Actual July 1 through September 19, 2022 for line item budget
- Discussion
  1. Equity of camp fees
    - a. Complications that prevented more notice and lower costs for this year include
      - i. Uncertainty of COVID
      - ii. School Board approval of trips during summer break
      - iii. Bussing expenses
      - iv. Necessity of removing PTSA from holding funds for students fundraising for school trips due to past complications
  - Equity of budgets across grades
    1. 6th graders need camp scholarships
    2. 7th graders have few events
    3. 8th graders need DC trip scholarships and end of year funding

c. Motions

- Amie Brown motioned to reallocate \$6,838.83 less minimum balance to checking for use in 2022-2023 Budget. Nellie Harrie seconded the motion. Motion approved.
- Amie Brown motioned to amend the 2021-2022 budget per Lindsey Potterack's revision, assigning \$1,000 to the Raven Ready line item and \$3,000 to the 8th Grade Celebration line item. Val Moskalik seconded the motion. Motion approved.
- Amie Brown motioned to approve the 2022-2023 budget as proposed but with the amendment proposed by Lindsey Potterack, assigning \$1,000 to the Raven Ready Line item and \$3,000 to the 8th Grade Celebration line item. Melanie Macey seconded the motion. Motion approved.

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#### IV. **Principal's Report: Kristin Meldrum**

- a. Thanks
  - Thank you for welcome to the community
  - Thank you to the PTSA for 6th grade Bulldawg Bound
  - Thank you for shirts and pizza for the 7th and 8th grade Connectors
  - Thank you for stocking the staff lounges
- b. Camps and Field Trips
  - 8th Grade Washington, D.C. Trip- 130 families signed up
  - 6th Grade Camp- next week, 200+ students signed up. Still looking for chaperones, please contact Ms. Meldrum or Mr. Colligan to chaperone.
- c. Cell Phone Policy
  - Policy well received by students and caregivers
  - Students may use phones before and after school, and during lunch
  - Students may keep phones on their person
- d. Safety and Security Updates
  - Nightlock door security devices installed on every classroom door and on exterior doors
  - First fire drill occurred last week
  - First lock down drill this Thursday, 9/22 including age-appropriate conversations (secure, medical, lockdown in place)
  - Camera upgrades
  - Lights in parking lot
  - Go bags in classrooms, new this year with emergency protocols
  - New fire alarms with speakers
  - Protocols in place for principal contact for both teachers and substitutes
- e. New track is almost open
- f. New furniture in classrooms
- g. Curriculum Night
  - Thursday, 9/22
  - Parking will be difficult
  - Student connectors will help guide attendees
  - Although the event is geared toward adults, students may attend

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#### V. **School Board Liaison Report: Maryanne VanHaitsma**

- a. Biography
  - 6th year on school board, former ROMS PTSA president. Involved in Royal Oak Schools PTA Council, State of Michigan PTA, Royal Oak Youth Assistance, Royal Oak Schools Foundation.School Board Initiatives:
- b. Royal Oak School Board Meetings
  - Occur the 2nd Thursday of the month
  - Welcome participants and visitors
- c. September is suicide prevention and awareness month. Important to have conversations with kids.
- d. National Hispanic Heritage Month, 9/15-10/15
- e. Royal Oak School State of Schools

- Link to 8/17 presentation on distircut website
- f. Gun safety initiative in cooperation with Be Smart
- g. Royal Oak School Board Long Range Planning Session
  - Communication going out this week
  - Meeting 10/11, 6:30 p.m.
  - Where do we want the school district to be in next 5 years, 10 years
- h. Audit Presentation
  - Occurred at last board meeting
- i. Bond Site and Sinking Fund Renewal
  - Allows for building upkeep, gives about \$3 million a year
  - On upcoming ballot
- j. Welcomed new staff
  - New hire video on district website
- k. New website will be launched within next several weeks
- l. New curriculum director, Joe Youanes
- m. Friday ROMPA, PAC, and PTA Council Welcome Back/Get to Know You event at Normandy Oaks, 5-7 p.m.

**VI. President's Report: Elizabeth Mulheisen**

- a. Facebook Group
  - Open to any parent or caregiver of a current student
  - All new members must answer vetting questions, even if they have been invited by an existing member
- b. Future PTSA Meetings
  - Will alternate between Zoom and in-person
  - October 17th meeting will be on Zoom

**VII. Membership Report: Val Moskalik**

- a. Report
  - 296 paid members
  - Lower than past years
  - May have lower numbers due to open Facebook group
  - PTSA prioritizing engagement over numbers
  - Emphasized importance of building community and support for volunteers.
- b. Royal Oak PAC Meeting
  - Wednesday 9/21 6:30 at Royal Oak Board Office
  - Group for caregivers of students with IEPs and 504s

**VIII. Teacher Representative/Student Council Report: Lindsey Potterack/Kate Chambers**

- a. Lindsey Potterack working with Kate Chambers and Jamie Blake
- b. Student Council
  - Color-Out Shirts
    1. Same shirt from past two years
    2. Colored shirts worn during spirit week: 7th black, 8th white, 6th red
    3. \$10 proceeds go to Royal Oak Youth Assistance
    4. Order form due Friday, 9/30

5. May be turned into Ms. Blake by the 6th grade office or Ms. Potterack on the 3rd floor.
- School Spirit Web Store
    1. Open 11/14-11/28
    2. 18% of profits goes to student council.
  - Student Council Initiatives
    1. Dances
    2. Ice cream socials
    3. Food and toiletry drive
  - Application and Selection
    1. New member applications available this Thursday, 9/22
    2. Due Tuesday, 10/4 to Ms. Blake's or Ms. Potterack's room
    3. Meetings are Thursdays or Fridays, 7:10 a.m.
    4. Meeting date and Time commitment varies by committee.
    5. Applications are anonymously reviewed by student executive board, based on rubric. moves on to teacher review. Acceptance letters sent out, others are invited to reapply next year.
    6. 40-60 kids accepted
    7. Efforts to increase diversity of membership
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**IX. Committee Reports:**

- a. Staff Appreciation
    - Thank you for contributions from community for Stock the Lounge event
    - Thank you to Ms. Meldrum, Ms. Almas, Ms. Torres and Elizabeth Mulheisen for help with logistics
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**X. Old Business:**

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**XI. Planned New Business:**

- a. Staff Appreciation Raffle
    - September Winner
      1. Angela Almas, 8th Grade Secretary
      2. Crispelli's gift card
    - Will call for nominations for future winners
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**XII. Unplanned New Business:**

- a. PTSA Q&A Correspondence
    - Does PTSA offer funds to teachers? PTSA offers grants to staff by application.
    - Will there be family events? Handled by counseling department, may be put into place later this year.
  - b. PTSA Q&A live- Is there a parent student directory? No, but members may look up other members on Memberhub website (may opt in or out of information sharing, degree of sharing). May also connect through Facebook group
  - c. September Meeting Raffle
    - Winner- Jen Tietz, ROMS car magnet
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XIII. **Adjournment: Elizabeth Mulheisen** adjourned at 9:04 p.m.

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XIV. **Next meeting:** Monday, October 17, 2022 at 7:00 p.m.