

# SES PTA Board

## April Board Meeting Minutes

### April 1, 2026

Board Members Attended: Pierre Smallwood, Alexa Hesse, Gentry Kozub, Chelsea Metros, Gentry Kozub, Telleen Gegner, Brandee Keiss, Maggie Williams,

Teacher/Staff Attended: Heather Depetro, Elayne Ongtingco, Kristen Muller

Board Members/Staff Absent: Laura Fine, Mandi Mitchell, Amber Little,

**Start: 8:05 (meeting was interrupted for Fire Drill, following which meeting changed locations)**

**End: 9:43**

### Time-Sensitive/Critical Topics

Events	Spirit Nights
<ul style="list-style-type: none"> <li>● 04/15 Volunteer Appreciation Breakfast</li> <li>● 04/16 Fine Arts Night</li> <li>● 04/24 Kindergarten Orientation</li> <li>● 05/01- May Board Meeting</li> <li>● 05/04-08 Teacher Appreciation Week</li> </ul>	<ul style="list-style-type: none"> <li>● 04/02 Sparkles Spirit Night</li> </ul>

### Executive & Committee Member Roles

**Secretary: Gentry Kozub**

- Call to Order
- Minutes approval for Board March Meeting
  - **VOTE:** Gentry motion to vote to approve February Board meeting minutes, 2nd received, unanimously approved

**President: Pierre Smallwood**

**School Administration: Principal Little and VP Muller**

- Signs for Kindergarten Orientation
  - We got the proof from the company
  - Signs will be delivered over SB so shipping to Chelsea's house
- Popsicles on the Playground
  - Is the week before teachers come back?
    - Week before July 20th? Need to confirm date

**Teacher Representatives: Ms. Ongtingco and Ms. DePetro**

- New Bike Rack Request
  - "Bike Bus" is now every other week which brings in lots of community participation and bikes parked out front of the school.
  - The purchase of new bike rack was approved

- Telleen and Pierre to find the same rack as previous purchased in the president email
  - Send the link to Brandee and she will order

**Treasurer: Brandee Keiss**

- Reimbursements
  - Brandee to give check to Foundation for the Senior Scholarships
  - If Read-a-thon reaches \$10K, then \$5K will go to new year's scholarships
- Budget Update
- Board Nominating Committee Update
  - Met with everyone on the committee and have electees in their places
  - Everyone slated for positions and 3 additional people to be in subcommittees
  - Abigail is the person on one of the committees (DEI subcommittee)
    - What is the purpose of the subcommittee? We need to get it approved by Little
    - GA PTA has a suggested subcommittee called DEI but we have to run it by Cobb County Board of Education
    - What is the exact vision and mission of the subcommittee? pass this to Little, then administration will need to run it by the superintendent
  - After elections happen, at the bank when names get transferred, whoever goes to bank needs to bring by-laws, meeting minutes (that are specific about people transferring positions, particularly Treasurer.)

**Development Team: Chelsea Metros and Mandi Mitchell**

- Bike Night Feedback
  - Most amazing bike night- Muller- "We actually enjoyed being there"
  - Telleen suggested having list of sponsors to give to DJ next year
- Fine Arts Night/Board Voting
  - Requested that the new electees be at Fine Arts Night
    - Kentavia and Candace Washington have agreed to be at the meeting.
  - Pierre to lead the meeting
  - Chelsea has an election script
- Volunteer Appreciation Breakfast
  - April 15th, 8-9am Media Center
  - Invite Sponsors and Volunteers (Ask Laura to provide the list)
  - Send the invitation to Depetro
  - Need to be very clear about who we are including
  - Chelsea talked to Paula and Lauren from Foundation, they will include \$250 towards breakfast
  - Catered by J. Christopher's
  - Invitation is finished by Chelsea, need to do an RSVP (Google Form)
  - RSVP date by April 8th

- Safety Patrol Lunch- (Chelsea)- Apr 16
  - 37 kids included, with 4 adults,
  - 11:15 Chelsea to arrive with pizzas
- Student Testing- Apr 21
  - Buy mints for classes (375 mints)
  - 21 teachers, homeroom teacher to give to the small group teacher
- Kindergarten Orientation- April 24
  - Set up on Thursday the 23rd
  - Parents will start arriving 8:30
  - Goes from 8:30-10:30
  - Pierre we want you to come and talk (give him a script), we will have a slide
    - Introduce us, tell what we do,
    - When you come back for popsicles event, sign up for PTA
  - Attendees will be split into 2 groups and swap (tour and meeting):
  - Don't join PTA until the start of next year, but you can follow us on socials
- Teacher Appreciation Week: May 4-8
  - Days
    - Thursday: Sip and Shop (Th) needs to be a non testing day
      - Depetro gave us a list of things they want in the shop
      - Last year we asked for donations, lets do it again
        - Put a link on gift backs and parents can give money
      - We need a budget for this, can we find from last year?
      - Discussion of who to include in the shopping: Homerooms and IR staff?
    - Tuesday: Ice Cream Float Day (Pierre)
    - Wednesday: Zaxbys or Willys lunch
    - Friday: Gift Day (Candy?) can be a testing day (Brandee)
    - Monday: Breakfast (CFA)- Gentry to reach out to Chickfila
      - Lunch for 140
    - Gentry to buy clam shell to go things, extra meals to be saved by Cindi
  - Chelsea suggesting each board member take on a day and then lead
  - 2 of 3 on next year subcommittees want to take on a day
- 5th grade awards is either May 14th or 15th
  - Brandee taking this on but as divided up the the assignment of those things
  - Gentry to do the cupcakes
- 5th grade Kickball is now May 18th
  - Discussion about if we now need to provide lunch for 5th grade teachers since we are also doing the cookout that day?
- Teacher Cookout-May 18th
  - Poppy to cover cooking the entree, Hospitality to cover the sides, drinks, etc

**Involvement Committee: Maggie Williams and Laura Fine**

- School Supply Boxes

- The new company is great, the teachers can pick whatever headphones they want (USB), grade level must all be the same (Muller), email a QR code
- Lists are due to Muller before spring break, she will email to Maggie,
- When do we sell: Before the end of the year, she will make a flyer that we can print out for folders, send out multiple blasts,
- We need to include this in our Kindergarten Orientation

**Communications Team: Telleen Gegner and Alexa Hesse**

- Yearbook Update
  - Close Out Order Number: Roughly 250
  - Jostens Contract
    - If we commit early get a discount
    - **VOTE:** Motion to use the same company next year, 2nd received, unanimously approved
  - Final Draft Due 4/3
    - Admin needs to check the yearbook tomorrow (Thurs) and get the final edits

**Secretary: Gentry Kozub**

- By-laws Amendment Submission
  - Pierre signed By-laws Amendment, Gentry to submit back to GA PTA
- Staff Appreciation Celebration Document
  - 04/04 National Librarians Day (Alexa)- Celebrate on the 3rd
  - 04/06-10 Assistant Principal Week (Mandi)- Celebrate on the 2nd
  - 04/20-24- ASP Professionals Week (Maggie)
  - 04/22- Administrative Professionals Day (Alexa)
  - 05/01 National School Principal Day (Mandi)
  - May Board Meeting Date: Friday May 1st