

SES PTA Board

February Board Meeting Minutes

February 13, 2026

Board Members Attended: Pierre Smallwood, Alexa Hesse, Gentry Kozub, Chelsea Metros, Gentry Kozub, Telleen Gegner, Mandi Mitchell, Brandee Keiss, Maggie Williams, Laura Fine,
Teacher/Staff Attended: Kristen Muller, Heather Depetro
Board Members Absent: Amber Little, Elayne Ongtingco

Start: 8:07

End: notes ended at 9:15

Time-Sensitive/Critical Topics

Events	Spirit Nights
<ul style="list-style-type: none"> ● 02/15 National School Resource Officer Appreciation Day ● 2/16-2/20 Winter Break ● 02/26 Volunteer of the Year Luncheon ● 03/01 Jessye Coleman Luncheon ● 03/02 Digital Learning Day ● 03/01-03/07 National School Social Worker Day ● 03/06 March Board Meeting Date 	<ul style="list-style-type: none"> ● 02/24 Zaxby's Spirit Night ● 03/03 Willy's Spirit Night

Executive & Committee Member Roles

Secretary: Gentry Kozub

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

President: Pierre Smallwood

School Administration: Principal Little and VP Muller

- Field Trip Funds Request
 - Two parents requesting funds for 5th grade field trip (March 30th)
 - \$220- PTA to fund
 - Brandee to write check today
 - 5th Grade requesting snacks for the trip
 - Muller to send info about snacks to Laura
 - Examples: Bagged chips, no candy, no drinks,
 - Muller to get exact number (120 ish)
 - Can stay in original packing box

- Depetro to get with 5th Teacher about snacks they want/can have

Teacher Representatives: Ms. Ongtingco and Ms. DePetro

Treasurer: Brandee Keiss

- Reimbursements
- Budget Update
 - \$42,516.03 in our account today
- By-laws Amendment Submission
 - Haven't heard back
- JCC Questions Email
 - Chelsea to reach out Theda
 - No one has heard back
 - Still check has not been deposited

Development Team: Chelsea Metros and Mandi Mitchell

- Bike Night Updates
 - Facilities Use Form- no word on
 - Save the Date: Updated Date (unsure if this has been done)
 - Questions for Admin
 - Do we require a bathroom door volunteer- someone inside who makes sure people are not roaming
 - Yes, a high school student, give them a vest to look official
 - Contingency date? No we would just cancel
 - Set up Plan Review
 - First Aide put close to the front
 - ORFF and Cheer
 - Muller to reach out about ORFF
 - Cheer to go to the road of the carpool circle instead of in front of office
 - Maggie to reach out to Cheer
 - Helmets
 - Helmets are required on all students
 - Students must have helmets to participate
 - There will be helmets available from Cobb County
 - Electric Scooters/ Motorized Devices
 - No Electric Scooters or E-Bikes
 - Needs to be communicated before event
 - DJ
 - Telleen's DJ 1 hour is 185
 - 2 hour is l'm 375
 - DJ wants to do 1 hour if he can bring his candy machine
 - We do not want the candy

- Sparkles DJ unavailable
- Cars
 - Last year teachers left their car and left campus to go to dinner
 - So announcement to teachers prior to going to dinner that they need to move their car.
 - Other cars: Muller to leave note on their car window on Monday that their cars need to be gone by Thursday at 4:30
- Laura with the Volunteers
 - Asking for high school volunteers and then it will get placed day off
- Board Interest Meeting Breakfast: Thursday the 26th at 8 AM
 - Location: Kindergarten Meeting Room
 - Powerpoint presented, application forms available to fill out (due April 6th)
 - April 9-13th we all review and slate
 - Board Voting at the Meeting April 16th
- Board Nominating Committee
 - Vote during PTA General Meeting on April 16th at Fine Arts Night
 - Reminder: General Meetings must be posted 30 days before event
 - Board position discussions:
 - Chelsea interested in co-president
 - Mandi Mitchell and Brandee Keiss leaving the board for 26-27 year

Involvement Committee: Maggie Williams and Laura Fine

- Room Parents
 - Want there to be a bare minimum of what to expect from the room parent and then the teachers can ask for more (“Here are the expectation for Room Parents”)
- School Supply Kit
 - Company that we used last year has been pinging them since November
 - Quality of supplies, delivery and execution was not good for PTA
 - New company
 - Has everything you need in one box
 - Each box is labeled with grade and name
 - Company employees who deliver stay the day and help deliver
 - Will check the price on this
 - Depetro to find out how the teachers liked the kits last year
 - Ask for grade level supply lists from teachers **ASAP**

Communications Team: Telleen Gegner and Alexa Hesse

- Yearbook Update
 - Class sheets were given to teachers so they can correct rosters
 - Cindy can help with this to add new kids and delete those who are not here
 - Jasmine is going to take over the classes section of Yearbook
 - Requesting an updated class list in the mailroom

- We need to push that submission photos need to be entered
- Sponsors Social Media
 - We haven't covered but Telleen has a spreadsheet to do this
 - Flyer: Sponsors must provide flyer and copies if they want
 - Smallcakes, Code Ninjas, Evergreen Orthodontics,

Secretary: Gentry Kozub

- Gifting “Rising Star” signs for Kinder Orientation
 - Foundation uses signs as part of fundraising and currently have inventory to sell
- Staff Appreciation Celebration Document
 - Volunteer of the Year Luncheon February 26, 2026
 - National School Social Work Day March 1-7, 2026 March 18th?
 - Paraprofessionals Day April 1, 2026
 - National Librarians Day April 4, 2026
 - Assistant Principal Week April 6-10, 2026
- March Board Meeting Date: Friday March 6th
- Jessye Coleman Luncheon -Sunday March 1 (RSVP by Feb 23)
 - Muller knows the date and will confirm our attendance
- Spirit Wear
 - Can admin send us the SVG, JPEG of new Logo so we can get Spirit Wear going now?
 - Muller to ask Little if it's ready to go out
 - Spirit Wear Committee: Ali and Katie
 - We don't know if they are going back
 - Board to present ideas for spirit wear
- Brewery Fundraiser
 - Muller to ask if we can do a Fundraising event at Stillfire Brewery