

## Meeting Minutes

Wednesday, November 13th, 2019

from 5:30 to 6:30 p.m. in School Library

Parent Teacher Student Association (PTSA)

of Milwaukee School of Languages (MSL)



1. Welcome & Introductions-3 students, 2 staff members, and 9 parents were present and participated.
2. Membership Report-59 memberships present, 100 is the goal.
3. Treasurer Report (Spreadsheet provided and discussed) and Transition to new Treasurer-Janet and Pam have planned to meet to help transfer responsibilities.
4. Update PTSA Table at Parent/Teacher Conferences, Tuesday 10/22/2019 and Wednesday 10/23/2019-we discussed what info was shared at the table (sign in sheet, meeting schedule, PTSA accomplishments, and membership forms).
5. Update Parent Education Night-How to Become a Foster Parent-Monday, 10/28/2019-Ms. M. was not here to share information but she shared at the recent SEC meeting that there was a good turn-out and a great program. Several parent education nights are hosted by PTSA each school year.
6. Discussion-gesture for staff helping out due to math teacher vacancies was discussed-It was approved to give a personalized card of appreciation and \$10 Starbucks gift card to each staff member who have been helping out due to the vacancies.
7. Forming committee for May Staff Appreciation-Josh Parish is possibly open to chairing this committee. Staff Appreciation gestures have included a breakfast and multiple raffles with prizes.
8. Creating school document with all ex-curricular activities to be available to potential parents and students-Sarah Harris has reached out to staff and is working on compiling this guide. The start of the guide with all activities will be shared at our next meeting. We would like to eventually include dates of meetings, staff contact and other pertinent information.

9. Update regarding School Movie Nights, that different student groups may be hosting-no update was provided. We plan to get advisor names for each student groups through compiling ex-curricular guide, so that we can get this kind of information about scheduled events in the future.
10. Update regarding Staff Work Room Wish List-Elizabeth Schmid-table to next meeting because Ms. Schmid was not present at the meeting.
11. Master List-Parent Names and Email Addresses-We would like to compile this to be able to reach out and request volunteers and donations as needed. Tiffany Robinson is willing to put together this list. Lori Banks to get Sarah Harris Tiffany Robinson's contact information. Pam Gende will provide email addresses from those who joined PTSA on the membership hub to Sarah Harris. Sarah Harris to share sign in sheets with parent names and email addresses with Tiffany Robinson to put together this master email list.
12. Next PTSA Mini-Grant Deadline-December 1<sup>st</sup>, 2019-Sarah Harris will send PTSA mini-grant application as an attachment to MSL staff listserve.
13. Next PTSA Meeting 5:30-6:30 p.m. Wednesday, December 4<sup>th</sup>, 2019
14. Other: A staff member Ms. Gardner recently passed away. Lori Banks to reach out to Ms. M to find out a gesture that PTSA could do for Ms. Gardner's family, on our own, or with MSL staff.
15. Other: Lori Banks shared about the need for MSL families to host Amity Interns for the French program.
16. Other: Josh Parish shared about Greenheart, a Study Abroad and Work Abroad program. We are interested in having a speaker come and present about this program at a future PTSA meeting
17. Other: Pam Gende also suggested having a presentation to PTSA about the Hessen program (German exchange program, which her son and other MSL students are involved in).
18. Other: there were several sixth grade German parents who have concerns about the math teacher situation. There is a concern about lack of rigor in several classes. Concerns were shared with Dr. Baez, MSL Principal.

Meeting minutes respectfully submitted by Sarah Harris, PTSA Secretary,  
November 13, 2019