

Stafford Special Education PTA (SEPTA) General Membership Meeting
Helping Hands Inc.
2049 Jefferson Davis Hwy, Stafford, Virginia 22554
April 11, 2016

President Regina Mike called the meeting to order at 6:38 pm. In attendance were:

Officers: Regina Mike, President, Torwon Mitchell, Treasurer (Absent), Dali Burgado, VP Fundraising (Absent), Molly Ritter, Recording Secretary, Anne Glencer, VP Membership.
Current Members Present: Cordell and Stephanie Givens, Ashleigh McLaurin

Mini-grants winners are Teresa Whitehead, Kristen Willets, Elyce Sikora, Jennifer Weinfeld, and Rebecca Doremus. They will received \$----- visa gift cards to buy supplies for their classrooms.

Approval of Minutes

March 14th meeting minutes were approved.

Treasurer Report

The report was submitted electronically to general membership. The ending balance for March was \$3371.11. SEPTA PTA insurance is \$213 annually.

Officer Reports

President's Report: Regina Mike

Regina discussed assigning a person to handle the mini grants and how to distribute the mini-grants. The Special Education certificates of appreciation will be distributed the first week of May to teachers only due to the large number. Luis Burgado will be creating the certificates. Regina also discussed contacting principals about SEPTA by sending a letter. The letter must be approved by Sue Clark before distributing. There was discussion on having a purpose stated for each fundraiser. The Virginia PTA states that fundraising funds can be used for education, leadership training, field trips, awards, and equipment. The VAPTA leadership conference in Richmond will be held in July. SEPTA will be sending to members and the cost is \$250 per person. There is still executive board member openings for 1st VP Membership, 2nd VP Programs (Fundraising), and 3rd VP (Events).

1st Vice President-Membership: Anne Glencer

Anne discussed mailing membership card and letter to new members and the rest of the membership packet will be sent to members online. Ashleigh McLaurin (member) discussed having gift bags or food at teacher or school conferences to educate teachers about SEPTA.

2nd Vice President-Events: Open

The District PTA Annual Dinner and Award Presentation will be held at Brock's Riverside Grill in Fredericksburg on Thursday, April 14th from 5:30-8:30 pm. The cost is \$25. SEPTA will be having a yard sale fundraiser on May 14th at Helping Hands Inc. The End of Year picnic will be held at Smith Lake Park on June 18th from 12-4 pm. A sign up genius will be created for members to

sign up to bring food and/or supplies. SEPTA will have a table at the ASNV Autism Walk on April 24th from 12-2:00 pm at the Fredericksburg Fairgrounds.

3rd Vice President-Fundraising: Dali Burgado

Dali was absent from the meeting. There was discussion regarding possible future fundraisers such as Cici's, Schwan's frozen food, Panera.

Recording Secretary's Report: Molly Ritter

Molly discussed the March 14th meeting minutes and requested approval from the executive board and general membership.

Bylaws Committee

Ashleigh McLaurin (member) stated that corrections to the bylaws have been made and that the bylaws need to be reviewed for 30 days by members before a vote can be made to amend bylaws. Marilyn Matula (member) is retyping the bylaws.

Unfinished Business

Preparation of Teacher Appreciation Certificates/solicitation of volunteers to present certificates to teachers.

Arrange for an auditing committee when the books close at the end of the fiscal year.

Planning End of School Year Picnic, June 18th at Smith Lake Park

Fundraising and events planning for 2016-2017 school year.

Adjournment

The meeting was adjourned at 8:25 pm. The next meeting will be held at Helping Hands at 6:30 pm on May 9, 2016.