



Hilliard Bradley High School PTO

Meeting – Bradley Media Center

November 9, 2021

Meeting Notes

Topic	Presenter(s)
Welcome and introductions: Jerri Letcavits, president; Brooke Germaine, secretary; Frances Robbins, spirit night coordinator; Cami Kowalski, teacher rep.	Jerri Letcavits
Approval of Minutes – October 12, 2021 Meeting: <ul style="list-style-type: none"> Approved pending changes to spelling of “Megan”. Brooke will get new minutes posted on the website. 	Brooke Germaine
Principal’s Update: <ul style="list-style-type: none"> Exam schedule was communicated: Dec. 14-17 <ul style="list-style-type: none"> Tuesday (period 1 and 2), Wednesday (periods 3 and 4), Thursday (periods 5 and 6), Friday (periods 7,8, zero). All exams will end at 11:30. Students do not need to be at school if no exam is scheduled. Needing information from Mr. Warfield: <ul style="list-style-type: none"> Holiday Gift cards for families: how many families? Teacher of the month: passed on info about gift cards to Cami to pass on. How should these be used? 	Bill Warfield, not in attendance Cami Kowalski gave an update
President’s Update / Fundraising <ul style="list-style-type: none"> Teacher Coffee Carts <ul style="list-style-type: none"> November went well. Few snacks were left in the teacher’s lounge. January is the next one. All supplies have been purchased. Bradley Mom/Dad spirit wear T-shirts <ul style="list-style-type: none"> All sales from the first sale have been delivered and picked up. Hoping to sell at the December 10 basketball game. We will need the go ahead from Mr. Warfield. Brooke and Jerri can sell. Next sale is 11/19 to 12/3, in time to fulfill orders before Christmas. Brooke will add this info to the web page and social media (Frances on twitter) as soon as new info is available. Bradley Cares & Shares (December need) <ul style="list-style-type: none"> Need numbers from Mr. Warfield then they can be purchased. 	Jerri Letcavits
Treasurer’s Update <ul style="list-style-type: none"> 2020/2021 Audit update: Megan Cottrel has finished. Only small issue was needing 2 digital receipts. 2021/2022 Revenue/Expense update <ul style="list-style-type: none"> Since Megan has the treasurer’s book for the Audit, no update was able to be given. 	Karen Polling not in attendance Jerri Letcavits updated
Spirit Nights <ul style="list-style-type: none"> McAlister’s Deli 9/21 results: Profit of \$330. Wendy’s 10/13 and Texas Roadhouse 11/2: waiting on the final amounts and checks. Frances is figuring out December: <ul style="list-style-type: none"> We do better when a flyer or mention is not required! Ideas: Chipotle, Flyers, Zaytoon. 	Frances Robbins

<ul style="list-style-type: none"> • Frances: is able to reach out to restaurants to ask for gift cards for Teacher of the Month. 	
New Business: <ul style="list-style-type: none"> • Scholarship: Decided to keep the process and questions the same. We will need to revisit this next month. 	Frances Robbins
Adjourn at 7:30 pm	
Action List: <ul style="list-style-type: none"> • Mr. Warfield needs to get Cares and Shares numbers (families, amount) so gift cards can be purchased. • Brooke will get October minutes posted on the website as well as update/remove Spirit Night information. • Frances will write thank you's to the restaurants after Spirit nights. • Brooke will add t-shirt info to web page and social media, Frances on twitter. • Frances will reach out to places for rewards for teachers. 	