

## Manual PTSA MINUTES and MONTHLY REPORTS

Monthly meeting scheduled for November 17, 2014, but school was closed due to inclement weather (SNOW) so, meeting was held at 5:30pm on November 19, 2014 so as to precede the 6:30pm Principal's Forum

**CALL MEETING TO ORDER** – Pinky Jackson, President [manualptsa@gmail.com](mailto:manualptsa@gmail.com) 5:35 p.m.

**ATTENDING;** Barbara Coffield, Jerry Mayes, Pinky Jackson, Tisha Payne, Molly Wingfield, Delene Taylor, Mike Morgan, Greg Carnes, Tracy Shah, Peggy Loy

**INSPIRATION** –Shannon Evans, 1<sup>st</sup> VP [sme02@bellsouth.net](mailto:sme02@bellsouth.net) via email: I believe that today's inspirational quote is perfect for our duPont Manual volunteers and our entire Manual family.

"We are what we repeatedly do.  
Excellence, then, is  
Not an act, but a habit."

~ Aristotle

## REPORTS FROM GUESTS

**PRINCIPAL'S UPDATE** – Jerry Mayes [gerald.mayes@jefferson.kyschools.us](mailto:gerald.mayes@jefferson.kyschools.us)

We'll start working on how we might get YPAS to receive announcements. Right now, the announcements made in Manual are not heard in the YPAS building.

- Greg Carnes (parent) will help understand needs and capabilities. As an interim fix, might be able to create an audio file of daily announcements and e-mail over to YPAS.

**J & C Student Visitors:** Amanda Tu [manualptsaenews@gmail.com](mailto:manualptsaenews@gmail.com) and Peter Champelli [pic777@gmail.com](mailto:pic777@gmail.com)

**Amanda Tu:** Student internships are a little-known opportunity that J&C kids have to make a difference. There are about 10-15 student interns that help all over the city: non-profits, magazines, and newspapers. I am interning with New Roots, a food justice organization that helps needy families get healthy food. We connect families with farmers so that can get fresh food, and pay according to their ability (scale based on income). Everyone purchases in bulk, and all get fresh, healthy food from farmers. New Roots does more than providing fresh local food: they provide cooking classes, started Veggie Rx (visit doctor, and if the ailment can be helped through diet, you get a prescription for veggies, and pick up your "prescription"). I learned in high school that a lot of people aren't in control of how healthy they are. The wealthiest neighborhoods lived 12 years longer than those in the poorest neighborhoods. In the east end, residents have twice as many groceries available than those in the west end. The food disparities were striking to me. I've been able to help because of the internship block. I've focused on general community organizing, and I feel this will help me in college in whatever I pursue. I've done metrics collecting, and written \$12,000 worth of grants. The next thing I'm tackling is community fundraising. I'm working with the Douglass Boulevard Christian Church. For every \$1 I raise, they'll match \$3. My goal is to raise \$5,000, and they'll match \$15,000 for a total of \$20,000. To donate, go to [newrootsproduce.org/donate](http://newrootsproduce.org/donate).

**Peter Champelli:** I produce and seek opportunities for podcasts. I'm trying to become independent of Red Eye and have contacted WFPL and Art FM. I'm trying to make the podcast bigger than a student-run publication.

*Synapse* (Peter's podcast) takes the approach that *This American Life* does: storytelling about real people. *Synapse* is hosted on iTunes (just search *Synapse*). I'm trying to make a class (grade level) plan for *Synapse*. I'd like to see a podcast class at Manual, because it's under-represented, and podcasting could become part of our J&C media line-up. I welcome suggestions for how I might get this idea off the ground. Mr. Mayes: run it by the Curriculum committee so it meets standards. They'll have the requirements you'll need to satisfy.

**SBDM (Site Based Decision Making)** - Tracy Shah [shahmom3@gmail.com](mailto:shahmom3@gmail.com)  
Polly Labrecque [polly.labrecque@gmail.com](mailto:polly.labrecque@gmail.com)

Mr. Mayes will host a principal's forum on **Wed, Nov 19 from 6:30 – 8:00 in the auditorium**. All are welcome to attend.

## REPORTS FROM PTSA OFFICERS & COMMITTEE CHAIRS

**PRESIDENT –** Pinky Jackson [manualptsa@gmail.com](mailto:manualptsa@gmail.com)

- Any changes to today's agenda?
- WOW! We have accomplished so much this fall! GREAT JOB with our goal of continuous improvement. **ACTION ITEM: For our end of semester review, please include the following in your December report** (the deadline will be December 11, 2014 and the meeting will be December 15, 2014.)
  - What tasks / projects did you/your committee work on this semester?
  - What went well?
  - What obstacles were encountered?
  - What suggestions for improvement / resources do you have?
  - What tasks / projects will you / your committee work on next semester?
  - If your program is finished, then please "close the event":
    - duplicate and then update your Sign up Genius with any changes recommended for next year
    - email any other feedback to your VP and to [manualptsa@gmail.com](mailto:manualptsa@gmail.com) for our backup files
- Reminder: January 12 will be our meeting; Jan 19 is a holiday in honor of Dr. Martin Luther King, Jr. and we need time in advance of Founders' Day to determine award recipients.
- THANK YOU and reminder: please reply to the SPECIFIC **agenda call** email with all info you want on the agenda and any subsequent updates to your reports so that I can find it more efficiently. Please send all PTSA related email to me at [manualptsa@gmail.com](mailto:manualptsa@gmail.com)

**ADVOCACY:** Maria Sorolis [sorolandfamily@gmail.com](mailto:sorolandfamily@gmail.com)

Manual was well represented at the Oct 21 Board of Elections forum. Maria and Pinky attended all of the District sessions, submitted several questions from PTSA members, and spoke with most of the candidates afterwards. Candidates' responses to question regarding MSA recommendation to remove HSU from Manual was met with support for maintaining Manual as is – "if it's not broken, don't fix it." We also followed up with a question to all candidates advocating for their involvement in moving solutions forward even if they do not win election. Great feedback from Board of Education. Invited Manual's BOE member Diane Porter to an upcoming PTSA meeting and she will let us know when she is available.

Advocacy Training is being planned, tentative date January 12, after the PTSA meeting. Details to come.

**ACTION ITEM:** Please hold that date, Jan 12, 2015 from 10:30-11:30am, if you are able.

**COMMUNICATIONS TEAM:** Pinky Jackson [manualptsa@gmail.com](mailto:manualptsa@gmail.com)

No report, but : [Here is the link to "Several Ways to Publicize your Manual Event"](#)

- **SOCIAL MEDIA – NO REPORT**

Leslie Stum [ismstum@gmail.com](mailto:ismstum@gmail.com) and Delene Taylor [delene07@hotmail.com](mailto:delene07@hotmail.com)

Completed a site review; it appears a bit dated. Getting an estimate on what it would cost to migrate to Word Press and maintain all the Google docs we have integrated. Will add cost to the Ways & Means list of funding requests. Parent suggestion: there is a website called duPont Designs that has all student-created websites. There is contact info for having students develop websites; they might be able to help with updating or the migration. Delene will contact Mr. Dallmann to see what manual server options are.

Will meet with Leslie to coordinate social media roles and responsibilities.

- **WEBSITE – NO REPORT**

Greg Schwartz [greglacrosse@gmail.com](mailto:greglacrosse@gmail.com) and Sudha Srinivasan [pat.sudha@gmail.com](mailto:pat.sudha@gmail.com)

- **POST - Reminder:** Magnet Liaisons are asked to recruit a parent, teacher, and student to contribute articles, info, photographs for their magnet's spotlights in the Post. Submission deadlines are:

J&C: 9/3/14 and 1/7/15 [Peggy Loy, PTSA Liaison to J&C](#)

VA: 10/8/14 and 2/11/15 [Caryl Conklin, PTSA Liaison to VA](#)

HSU: 10/22/14 and 3/11/15 [JoAnne Taheri, PTSA Liaison to HSU](#)

YPAS: 11/19/14 and 4/15/15 [Patty Lyvers, PTSA Liaison to YPAS](#)

MST: 12/10 /14 and 5/13/14 [Ann Schwartz, PTSA Liaison to MST](#)

ECE (Exceptional Child Education) will be spotlighted when they are ready.

**ALUMNI SERVICE CORPS – NO REPORT** Tony Sweazy [tsweazy@gmail.com](mailto:tsweazy@gmail.com)

**SECRETARY –** Barbara Coffield [barbarajbenjamin@gmail.com](mailto:barbarajbenjamin@gmail.com)

- **Minutes**

October 2014 Board meeting minutes are attached and in the [Manual PTSA google drive at this link](#).

Draft sent via email on 10/20/14 to attendees; Final Minutes sent to Board 11/5/14. Formal approval for Board minutes.

- **Mail Distribution**

- **Review of electronic editing and approval of meeting minutes:**

1. Draft sent to attending meeting members
2. 3 days to provide input (changes/edits) or object. Please indicate if more time needed. Three days is to maximize PTSA impact; not to rush you.
3. Final version posted to PTSA page on Manual website ASAP
4. Formal approval for Board minutes occurs at next monthly meeting

**Historian** – Tammy Nofsinger [tasnofsinger@att.net](mailto:tasnofsinger@att.net)

No report, but If anyone captures nice video footage or photos, please be sure to share them with me for our digital scrapbook.

**CORRESPONDING SECRETARY** - Molly Wingfield [mollywingfield1@gmail.com](mailto:mollywingfield1@gmail.com)

- Correspondence sent: 2 thank you notes.
- Correspondence received: none.
- **Founders' Day** is approaching. Founders' Day is when we celebrate the legacy and work of our founders—Alice McLellan Birney, Phoebe Apperson Hearst and Selena Sloan Butler—to better the lives of every child in education, health and safety. It is a time to reflect and take pride in our achievements, and renew our commitment to be a:
  - powerful voice for all children;
  - relevant resource for parents; and
  - strong advocate for public education.

Our founders represented women of imagination and courage. They had a simple idea—to improve the lives and future of all children. They understood the power of individual action, worked beyond the accepted barriers of their day, and took action to change the world for all children.” Source: <http://www.pta.org/history>

- Our Founders' Day Luncheon, which, due to limited space and budget, is an invitation-only event. It **will be held on Wednesday, February 18, 2015** on the Manual auditorium stage.
- Our tradition is to invite everyone in the following categories: Officers of the 15<sup>th</sup> District PTA, Officers of the Manual PTSA (Executive Board), and the State PTA President; JCPS Superintendent, the Asst. Superintendent for Manual, and all members of the JCPS Board of Education; all Past Principals of Manual and all Past Presidents of Manual PTSA; Manual Administrators & Counselors; Alumni Director; Athletic Director; Hospitality Co-Chairs; the winners (max. 6) of this year's Lifetime Achievement Award and an adult and a student award presenter for each winner; all past winners of the Lifetime Achievement Award (bestowed by Manual).
- As you can see, that is a VERY long list, so we have no choice (given the timing and venue, which work really well for the alumni returning, the students, and the teachers and staff) but to limit additional attendance to those who help produce the event. So, if you want to come, please use the Sign up Genius, which will be posted in January. There will be few slots, so sign up early.
- **The highlight of the luncheon is the presentation of Kentucky PTA Honorary Life Recognition and Student Leadership Recognition awards** to (no more than 6 yearly) school staff, parents, school volunteer or community person deemed worthy. 2 parents, 1 admin, one teacher, one YPAS, 1 staff are the recommended, but not mandatory, categories
- **ACTION ITEM: Please submit nominations for this award** by clicking on the attached link: <http://goo.gl/forms/vGy4rpwYVD>. **The deadline for nominations is December 8, 2014.**
- For a list of past award recipients, go to: <http://goo.gl/UD4Sy3> The list is also attached to these minutes.
- We need 2-3 more committee members, who will help us review input on nominees, select award winners, arrange for presentations, and help set up and host the event. Please Let Molly know if you are interested in doing this: [mollywingfield1@gmail.com](mailto:mollywingfield1@gmail.com)

**TREASURER** – Gloria Manimuthu [gloria@cei-engineering.com](mailto:gloria@cei-engineering.com)

- Budget as of 11-14-14 is attached

- November membership report and dues submitted
- 990 report submitted
- Spreadsheet of 2013-15 funding created and is attached
- Pie chart of budget drafted
- J+C reporter request responded to (wanted funding request info)

**PARLIAMENTARIAN** – Tisha Payne [tishapayne@yahoo.com](mailto:tishapayne@yahoo.com)

No report

**1<sup>st</sup> VP/PROGRAMS** – Shannon Evans [sme02@bellsouth.net](mailto:sme02@bellsouth.net)

- **Programs College 101 Night** – NO REPORT  
Punita Halder [thehaldersare@gmail.com](mailto:thehaldersare@gmail.com) and Amy Lapinski [adlapinski@gmail.com](mailto:adlapinski@gmail.com)
- **Project Graduation** – NO REPORT  
Missy Wislocki [missywislocki@gmail.com](mailto:missywislocki@gmail.com) and Teresa Mader [Teresa.Mader@pcusa.org](mailto:Teresa.Mader@pcusa.org)
- **Volunteer Coordinator** – Jennifer Gregg [jenn@jennifergregg.com](mailto:jenn@jennifergregg.com)

We haven't had any recent additions to the volunteer list. I'm still correcting the occasional bounce email but that's it. I won't be at the meeting on Monday as I'll be at U of L's campus in Panama. Ways & Means approved \$9.99/month for the "Silver Plan" on Sign-up Genius, as we have outgrown the free plan.

**ACTION ITEM:** Jenn is moving to Boston in January, so this position will be opening. Please let Shannon know if you know someone who may be willing to help.

- **Hospitality** – Peggy Loy [bloy679382@aol.com](mailto:bloy679382@aol.com) Paula Hutchins [phutch80@hotmail.com](mailto:phutch80@hotmail.com)  
Barb Wainwright [barb2k@twc.com](mailto:barb2k@twc.com)

We have **three occasions coming up.**

1. **ACTION ITEM:** Thursday, November 20th -The cafeteria staff has requested that we assist with serving the Thanksgiving feast. We need a total of six volunteers. [Please look at the SignUp Genius](#) if you're interested in helping. It's a fun day as you get to greet and serve the students and staff. You might even get to see your student!
2. **ACTION ITEM:** Friday, November 21st - The administration has requested that we help with their meal by providing salads, desserts, plates, bowls, and plastic ware. If you're interested in sending something in, [please see the SignUp Genius](#). Barb, Peggy, and Paula plan to make a crock of soup to lighten the administration member's load.
3. In December (date to be decided) we will make 100 goody bags for the bus drivers as a way to wish them Happy Holidays.

- **Scholarships** – Denise Mallett [dmallett26@gmail.com](mailto:dmallett26@gmail.com)

At October's PTSA board meeting, a new budget for scholarships was approved. The new budget is now \$3000.00 (up from \$1,000). It was then sent to the scholarship committee to determine how to divide the new budget into individual scholarships. The Scholarship Committee met with a quorum of the Executive Board on 11-10-14 and:

APPROVED: a separate GAP Scholarship Committee, which will have a budget of \$500, allocated from the \$3000 Scholarship budget.

APPROVED: the GAP Scholarship Committee to determine the committee members, process, criteria, and award amount/s for its scholarship/s and the current PTSA Scholarship Committee will not be responsible for developing or managing the GAP Scholarship.

APPROVED: the GAP Scholarship Chair for 2014-15: Judith Bradley.

APPROVED: The two Committees will work together at the end of the process to verify that no student would be awarded a Scholarship from both Committees. The larger amount of the two will be awarded.”

APPROVED: the remaining \$2500 to be divided into four \$625 Scholarships that the current PTSA Scholarship Committee will manage.

- **Beautification** - NO REPORT Gretchen Davis [gretchenwdavis@yahoo.com](mailto:gretchenwdavis@yahoo.com)
- **Clothing Assistance Program (CAP)/ Manual Community Closet (MCC)** NO REPORT  
Jill Jelsma [jilljelsma@bellsouth.net](mailto:jilljelsma@bellsouth.net) and Becky Mosley [beckster2828@att.net](mailto:beckster2828@att.net)
- **Red/White week** – Leslye Arnett [llalouky@gmail.com](mailto:llalouky@gmail.com) and Susie Gullett [susie@viewlouisvillehomes.com](mailto:susie@viewlouisvillehomes.com)

#### ANNUAL RED/WHITE COLLECTION CHALLENGE RECAP:

Members of the Key Club accompanied Jill Jelsma and Becky Mosley on Nov. 6, to deliver over 1530 toiletries and cold weather accessories to The Center for Women & Families and The Boys & Girls Clubs of Kentuckiana. Male collected over 1600 toiletry items for The Family Scholar House.

Both organizations expressed an ongoing and urgent need for a variety of items, monetary donations and volunteers to do a variety of activities. Websites and phone numbers can be found in the 11/10/2014 PTSA newsletter.

We received notes of thanks:

On behalf of the youth served by Boys & Girls Clubs of Kentuckiana (BGCK), thank you for donating hats, gloves, scarves and toiletry items. We appreciate your generosity!

Boys & Girls Clubs of Kentuckiana is dedicated to providing deserving children with the first-rate educational and recreational opportunities that all kids deserve! Our Clubs are full of promise for hundreds of children. Clubs are a place where kids can play, have fun, experience joy, laugh and learn about themselves and the larger world in which they live.

On behalf of all of us at the Boys & Girls Clubs of Kentuckiana, thank you for your kind support.

Sincerely,

Shelley Douthitt  
Boys & Girls Clubs of Kentuckiana

---

We were so excited about the items – they are greatly appreciated! And it means so much that young people are taking time to give to their community – what outstanding young men and women!

I am attaching a sheet that outlines our services – please feel free to contact me if you have any questions. We are available for educational training in the areas of domestic violence, dating violence, and date rape.

Thank you again and bless you,

Mary Dorrell  
Manager of Development, Center for Women and Families

- **College & Career Center (CCC)** – NO REPORT Pam Wolford [wolf5345@bellsouth.net](mailto:wolf5345@bellsouth.net) and Trish Kline [tkline102@gmail.com](mailto:tkline102@gmail.com)
- **Awards** – NO REPORT Tanya Marquardt [marquardt5@twc.com](mailto:marquardt5@twc.com)
- **Reflections** – Penny DeVenuto [pndevenuto@gmail.com](mailto:pndevenuto@gmail.com)

The entries in the program were on exhibit on November 14th in the senior cafeteria from 10:45am-12:45pm. All students were allowed to view the exhibit during their lunch period. The winners were asked in advance to stop by the exhibit to receive their recognition certificate and order one item of in-stock spirit wear as a 'prize'. A display with the names of the winners and photographs of their work was set up. Thank you notes will be distributed to all participating judges.

## 2<sup>nd</sup> VP/MEMBERSHIP – Trish Kline [tkline102@gmail.com](mailto:tkline102@gmail.com)

5 additional members were added this past month raising our total membership to 2793.

### Magnet Liaisons

- **VA Liaison**– NO REPORT Caryl Conklin [carylconklin@hotmail.com](mailto:carylconklin@hotmail.com)
- **MST Liaison**– Ann Schwartz [annmerm@gmail.com](mailto:annmerm@gmail.com)  
Helping research needs, such as new software for 3-D printer.
- **HSU Liaison** –JoAnne Taheri [euroimport@win.net](mailto:euroimport@win.net)

Below is a note from Ms. Stottman regarding the AP Seminar. Not sure what type of cameras needed, probably any basic type would do that you can upload to computer. No other news that I know of, except there is a new brochure developed for HSU that is very nice. It was handed out at 8th grade open house. There are now majors for HSU, if you want the details regarding this, I can provide them.

#### **Partners for Excellence Request / Elaboration:**

"I have not heard about the grant yet, but wouldn't hold my breath - but I'll try to think positive. We will not be able to borrow equipment from J&C. I've looked over the requirements for the team multimedia component and it seems that as long as students have access to computers, they should be fine. However, it might be a good idea for us to have several digital video cameras for students to use. The AP Seminar teachers could keep them and check them out to students on an as needed basis. Here is a link to information about the AP Seminar class, in case anyone is interested. <http://media.collegeboard.com/digitalServices/pdf/ap/ap-course-exam-descriptions/ap-seminar-course-and-exam-description.pdf> "

Thanks, Beth (Beth Stottman High School University Magnet Co-Coordinator, Social Studies Department Chair, AP Psychology Teacher, Class 2016 and 2017 Sponsor

- **YPAS Liaison** - Patty Lyvers – [lyversfamily@att.net](mailto:lyversfamily@att.net)

Producers has submitted a funding request for 6 computers and monitors for the YPAS computer lab because there are not enough for students to use, especially since English and Humanities classes were added to the Annex building. This need brought to Producers attention by Mr. Crady and Kathleen Kronauer. *Mr. Mayes indicated that this will be covered through other funds.*

**Hairspray the Musical** dates are November 21 and 22, and December 5 and 6, at 730 pm. Tickets are \$9 and \$12. YPAS welcomes all to attend this wonderful entertaining show!

- J+C Liaison– Peggy Loy [bloy679382@aol.com](mailto:bloy679382@aol.com)

Ms. Ritchie & the One Blue Wall staff invite everyone to attend the upcoming Literary Night on Friday, Dec. 6, from 6 PM to 8:30 PM in the senior cafeteria. Admission is \$5 and all proceeds benefit our literary magazine, One Blue Wall, which will publish two issues in one school year for the first time.

J&C seniors Josh Svoboda, Farren Vaughan, Virginia Call, and Vanessa Gregorchik won the Journalism Quiz Bowl at the National Scholastic Press Association's convention in Washington DC. This is the second year in a row that J&C has taken home the trophy.

The next Summer Media Expedition will journey to Thailand in the summer of 2016. All J&C students (including incoming 9th graders and graduating 12th graders) are welcome to attend. An interest meeting for students and parents will take place on Tuesday November 25 at 7:15 PM. For more information about Summex, see our website: <http://summex.org/about/>

Mr. Miller is working on a funding request for two replacement televisions for the hallways.

- ECE/AEMS Liaison– Judith Bradley [blueskymom2@gmail.com](mailto:blueskymom2@gmail.com) –

Judith has mono so she cannot join us. Please forward and share the need for tutors. Especially now that I can't meet with my students, Mina really needs help. You can request the block you prefer. Please ask board members to spread the word - especially to any "young" retirees who may have flexibility. It's good for the soul. :) The kids who come in for help are just lovely and hardworking and oh so appreciative of the one-on-one attention. (They are primarily "GAP" students.)

Tutors needed: Do you know anyone who might be available to tutor Manual students in math or English during the school day? AEMS, Manual's program for academic enrichment is seeking tutors to help provide extra support for students who just need a little extra help occasionally.

Here is the text and the link to share: <http://www.signupgenius.com/go/20f0d45a4a928a7ff2-volunteer> to anyone you know who might be willing to donate an hour or two to our amazing students to help ensure that each & every Manual student leaves high school 100% prepared to pursue their dream!

**3<sup>rd</sup> VP / Ways & Means - Mike Morgan [mike@vittitow.com](mailto:mike@vittitow.com)**

**BUDGET COMMITTEE - Beth Jolly [56jolly@gmail.com](mailto:56jolly@gmail.com)**

- Budget Review
- A spreadsheet for your review of Funding Requests 2013-14 (actual) and 2014-15 (proposed/actual) is located here: <http://goo.gl/IDLyta> and the pdf is attached to these minutes as well. This is just fyi, no Board action is needed at this time, but please do review it before giving input on funding requests.
- Funding Requests: We just have reviews and updates this month; no funding requests are ready for Board action. However, **ACTION ITEM**: Please watch your email for any votes that are needed, so that we can vote by email so as not to make students/teachers wait another entire month. The information below and attached is designed to, along with completed funding requests that you will receive with Ways & Means recommendations, give you the information you need to make an informed decision, if a Board vote is needed.
  - Review & Updates:



- Review: These are the requests for use of monies from the PTSA operating budget, under “School/Student Programs.” This is separate from the projects chosen for the Partners in Excellence fundraising campaign.
- Review: We propose to allocate, at this time, \$5,600 of the \$9,453 we have budgeted for the year. This will allow us to consider other funding requests later in the year.
- Review: We aggregated the survey responses to rank the Board’s funding priorities.
- Review/Updates: These are the priorities that the Board has not yet approved, but they are still being processed by Ways & Means, so there is no Board action needed at this time:
  1. \$1,500 for academic enrichment / technology / clickers in math dept. Ann Schwartz has followed up with Mr. Purvis on the \$1,500 funding request for math clickers for the math department. There was concern that the technology for these clickers were being phased out and Mr. Purvis and the other math teachers are now looking into other options. IN COMMITTEE PROCESS, so no Board action needed at this time
  2. \$1,000 donation to YPAS Producers for academic enrichment. YPAS has submitted a specific request for computers, but we are awaiting a response from Mr. Dallmann to see if the schools’ technology funds can be used for this. The funding request is attached for your review in case we need to vote on it at an upcoming meeting. IN COMMITTEE PROCESS, so no Board action needed at this time.
  3. \$100 for Scanner for Crain classroom IF the donated one does not work for his needs. Emailed Mr. Crain on 11-15-14 to see if the donated scanners works for his needs. IN COMMITTEE PROCESS, so no Board action needed at this time.

○ Ideas to consider:

These are other potential funding suggestions for the future &/or outside of PTSA's scope but kept in mind in case we can advocate for the changes/resources needed. These are still in committee process, so NO BOARD ACTION NEEDED AT THIS TIME.

1. Advocacy Training committee budget of \$250 for box lunches, materials, and/or speaker fee for training session
2. updated software for the MST/VA 3D printer
3. digital textbooks and other classroom material to improve accessibility and decrease backpack weight
4. iPads or other tablets for every student who does not have one / loaner sets
5. whatever technology has replaced whiteboards in every classroom / scanners?
6. Xcelerator hand dryers to replace paper towels
7. digital marquee for the front lawn
8. use of UofL's marquee

- Spirit Wear – NO REPORT - Monica Willis [monicawillis@twc.com](mailto:monicawillis@twc.com)

(Thank you, Monica, for selecting and delivering spirit wear for the MCC and for helping Penny with spirit wear prizes for our Reflections winners!)

- Partners in Excellence - Sondra Wojciak [sonwojciak@yahoo.com](mailto:sonwojciak@yahoo.com) and Rhonda Steinemann

[rsteiney2@gmail.com](mailto:rsteiney2@gmail.com)

We are progressing well with the campaign, about half way to goal. Would be great if Board advertised to friends, family, social networking – can we get it on the PTSA Facebook page, Tweet it out, etc. ?

Partners in Excellence is the All-School Fundraising Campaign that runs from October 1, 2014- January 31, 2015. We would love 100% PTSA Board participation! Click to go to the [“donate here” buttons on the school website](#) and [on the Manual alumni website](#).

The goal this year is to raise **\$36,299.00** to fund the following: \$12,350 to add an AirPhone Security System to our YPAS (Youth Performing Arts School) main building and the YPAS annex; \$9,700 to fund two additional security cameras for our main parking lot and an Interlogix NVR video recorder to all network cameras; \$5,500 to have faculty trained to deliver an Advanced Placement Seminar / Research course; and \$8,749 to purchase 10 new digital keyboards (pianos) for the YPAS Music Department’s theory/keyboard lab.

In addition to the **\$36,299** needed for the Partners in Excellence priorities, there are other needs on campus that we can contribute to if we exceed our fundraising goal.

#### **ANNOUNCEMENTS?**

#### **NEW BUSINESS?**

**ADJOURNMENT 6:30 p.m.**

#### **ATTACHMENTS:**

October 20, 2014 Meeting Minutes

Budget as of 11-15-14

Past Recipients of Lifetime Recognition Award – Manual rev 11-12-14

2013-2015 funding spreadsheet

“Several Ways to Publicize your Manual Event”

#### **NEXT MEETINGS**

*Our next meeting dates are:*

*December 15 at noon at a local restaurant (location TBD. If you want to help plan this, contact Maria Sorolis at sorolandfamily@gmail.com*

*January 12 at 8:30am on stage in Manual auditorium. This is the tentative date of the optional Advocacy Training, time approx. 10:30-11:30am. NOTE THIS DATE CHANGE TO JANUARY 12 because Jan 19 is a holiday in honor of Dr. Martin Luther King, Jr.*

*February 16 at 8:30am on stage in Manual auditorium.*

*Generally, Board/Committee meetings are the 3<sup>rd</sup> Monday of the month (August-May) from 8:30-9:30am in PTSA room @ Manual or on the stage of the Manual auditorium. 3 general meetings are held per year, one at Open House in the auditorium (evening), a December (noontime) meeting (location TBD) and a (breakfast) meeting at 8:30 am, locations TBD. Members are encouraged to stay after 9:30am for further discussion if they are interested and their schedules allow. Meeting dates change as holidays, etc. dictate.*

## Mr. Mayes Principal's Forum / Open Mic Night

November 19, 2014

6:30 p.m.

### ***State of the School***

- Just got a check from the PTSA for \$12,350, which was raised by Partners in Excellence for YPAS buzzer doors. YPAS has wanted to do this for a long time, but didn't have the money to do it. Any extra money we've had, we had to sink into text books. YPAS has had the same budget for 20 years.
- HSU Update: this coming Monday night at the JCPS Board Meeting, HSU moving from Manual will be officially announced by Dr. Rodosky was taken off the table. We think the Board didn't realize how detailed the requirements and the rubric are that we use for admission. We may put the FAQs language that Maria and Pinky drafted out there.
- I will also be at the JCPS Board Meeting with our J&C kids because they're going to be recognized for their outstanding accomplishments: national winner of Journalism Quiz Bowl.
- *Hairspray* starting; it's an incredible production. Two groups of actors cast for this.
- The VA Gallery show is incredible; please stop by. A parent was concerned that the artists got less space, but they did not – they have all the walls, but are no longer doing the big decorative displays in the center. It allows them to spend more time on their art and its installation and also allows break down to go more smoothly and give the next set of artists adequate time to set up.
- I've designated \$10,000 to renovate the VA gallery. We got confirmation on Monday, November 17, that the work will begin soon. The floor is done, the ceilings will be done.
- Literary night is December 6; it's an awesome night of hearing the kids' work. It will amaze you what these kids turn out.
- Fall sports have wrapped up. Really proud of the way the kids handled themselves this season. It's really different to be an athlete here. You know walking in what the academic requirements are, so you have to be both an athlete and a scholar.
- Started discussion with Partners in Excellence to fund a Development Director. We have so many needs and no funding. Kids and teachers take on funding needs themselves, and they don't have the background or time. We need funds for the J&C renovation, and these can't be funded by the teachers and students, it is likely a \$750,000 project. We have YPAS and other needs coming too. I'm thinking the Development Director would get a part-time salary and a portion of what is raised. It may be a pipedream, but I'm tired of kids not having what they need.
- SBDM elections coming up. Please throw your hat in the ring if you're interested.
- It's admissions time, and there are lots of shadows visiting. We're not allowed to have public school kids shadow. If you know someone who wants to, we may be able to meet them after hours.
- My challenge now is to take it to the next level. Right now, there is no one to compete with us, so I'm focusing on looking for where we improve. I'm starting to look at the better school districts in the US like Austin, TX. I'm not a "maintainer," I'm always striving. You'll see that next year in HSU when we're the only school that offers Capstone. We're going to have Robotics in our Technology component.
- Exploring how to communicate better with Social Media; asking student leaders to help.
- Planning to establish a museum in the back of the auditorium with the help of the Alumni.
- Dr. Hargens will speak on January 19 at the Alumni luncheon.
- We're working with U of L to establish a non-residential Academy similar to Gatton at WKU. We've got some good minds working on developing this.
- A question I've had from parents is why was my kid put in Career Pathways? Based on ACT scores, if a child doesn't appear college ready, we put them in this class to help close the gap for whatever they

might need. They take a diagnostic tool to help us understand if they didn't take the test well, or if there are specific needs. Once the kids work through where they need help, they move out of Career Pathways and into an elective. Depending on their needs, they will have a range of resources.

- Next year we'll offer kids who are peer tutors course credit.

## Q&A

What additional details do you have about AP Capstone?

- Next year is a pilot so we'll be pretty selective. It's for sophomores, and it's about doing research. Senior year would be a research design project. We'll have maybe 3 or 4 sections with two teachers. We sent a crew to North Oldham to understand their success and hurdles. One of the issues they've had is changing the mindset of teachers. In our meeting with U of L, we found out that more counties have done it, so we'll make sure we can get as much learning as we can.
- Right now our independent study program is geared toward science. Capstone will allow us to be broader: YPAS could explore dance, or a VA student could explore art.
- I'm willing to try almost anything, so we'll try it.
- At this time, there are no plans to make Capstone mandatory for HSU.

What is the best way to communicate to students?

- Well, I'll turn this back to you (students). You're more involved in social media than I am. I'd like it if you guys would tweet out information.

What's your Instagram account?

- I'm on Instagram? My kids have to show me if anything shows up.

Will the Robotics team replace science fair for MST?

- I haven't heard of that being discussed, but I'll ask Mr. Zwanzig.

Where is the morning carpool gentleman on Cardinal Blvd.?

- Mr. Roger Rymarz was a volunteer, and Manual was notified that he can no longer be permitted to fill that slot due to liability concerns.
- We are working with Metro and UofL on a traffic plan and have requested an officer to fill that Cardinal Blvd slot.

Can you expand on the Gatton Academy-like program?

- Gatton was established at WKU, and some Manual kids have gone there. I wondered why anyone would leave Manual for WKU. I don't want a single kid to leave here because once they're here, they're my kids. We had a kid who had dual enrollment, so we got his scores, but I still didn't like it, and we no longer get their scores. The truth is that we have a few kids whose academic needs we can't satisfy. Our job is to serve our kids' needs, and if we need to do that at the university level, we want to see if we can do that. If we don't ask the questions, we'll never know. It's a win-win for us and U of L. For U of L, if the kids come on their campus, it makes it harder for them to leave. I'm trying to give our kids the opportunity to go over. The friction is that the classes our kids would want are the ones that fill up fast. U of L has been doing a phenomenal job with engineering so those classes are full.

How do we fix the students' physical load: Backpacks, sports gear, art supplies, etc.?

- Ask Mr. Farmer if there's a locker available that would allow student a lighter load.
- I will present this to our guidance office and see if they have ideas.
- We tried to do online books, but when we did the research, we found that there were issues. We need to keep tabs on this because it's an ongoing problem and the transition is going to happen. I'll ask Mr. Kuhn about it again.
- Related to this, you may remember that SBDM did research last year about attitudes toward homework. We're looking into a homework policy. SBDM expects to have a draft in January or February.
- I'm really open to changes here.
- *Students in attendance: a lot of kids ask a teacher they know well if they can store supplies in their room.*

Is there anything we can do about the faulty thinking of kids with respect to drugs i.e. "everyone is doing weed"?

- I came down hard on alcohol last year. We had 13 suspicions for alcohol. None so far this year.
- I started looking into alternative kinds of discipline: Morton Center, drug treatment programs.
- Now you see administrators in the student section at games.
- Ms. Brennan has someone coming over from U of L to talk to her English classes. They go through a series of questions to raise awareness about issues that people live with (hunger, etc.).
- We have to think about how we could do that. We need to help kids think though how when the stress is too much, what do they can do.
- *Parent:* kids need to have information, and the advocates of pot legalization have had more airtime. Perhaps we need an educational campaign. Discipline without education isn't helpful. We need to have a loud voice about the negative impacts of drugs. In response to a request from the PTSA President, Alfonso Cervera ([alfonso.cervera@nortonhealthcare.org](mailto:alfonso.cervera@nortonhealthcare.org)) will write up information about the detriment of gateway drugs and send it <mailto:manualptsanews@gmail.com>
- *Parent:* kids need a release that is not harmful

Can anything be done to reduce last-minute schedule changes from coaches?

- We're working on that. I'm talking to some of the coaches about the reality of the kids/families' lives. Coaches who are also teachers understand the need to balance. If a student needs to miss 2 days of practice to do their Science Fair project, they should not play that week because they are not ready and we don't want them to get hurt.
- *Parent: but, some kids still would be ready; can't that be taken on a case by case basis? Sure.*

Can we tell kids that they can build relationships with their teachers and guidance counselors? I'm trying to teach my daughter to follow the hierarchy in dealing with a problem. It's a sensitive issue, and they fear retribution. The kids need to be aware there is ALWAYS someone they can talk to.

- If the kids feel they can't talk to the counselor, talk to Ms. Spiegelhalter
- My door is always open if they can't talk to the teacher, assistant principal or counselor.

*Closed at 8:15 p.m.*

## Regarding Manual PTSA Meetings

The Executive Board has been brainstorming ways to shorten our monthly meetings. We have also been working with committee chairs to accomplish tasks and make decisions in between our meetings so that, when we are all together, we are primarily reporting, approving proposals that have already been processed in committee, and hearing the “state of the school” from Mr. Mayes. We want to leave room for individuals to be heard, and community to be built while also adjourning at a reasonable time.

### Here’s the plan:

1. Everyone is asked to please read the full agenda in advance.
2. One or more members of the Executive Board will be available from 8:00-8:30am on each meeting day for Board members who wish to arrive early to discuss their projects, get more information, or request agenda time. Non-Board members need to request agenda time 10 days prior to the meeting.
3. Executive Board members will share just the highlights of their committees’ reports (such as goals & accomplishments, action items for Board, and volunteer needs.)
4. Committee Chairs/Liaisons who wish to share their report / add anything to what they emailed for the agenda are welcome to do so.
5. Clarification questions will be fielded and discussion will be held as needed, but we will all need to be mindful of the time. We want to balance letting everyone share their input and all of us enjoying the camaraderie of such a great Board with the need to have an efficiently run meeting.
6. Chairs will verify in advance with their VP if Board input or approval is required so that additional agenda time can be allocated if necessary. Again, we need to balance the committees’ freedom to proceed according to their mandates and budgets with their need to get input and support from other members. We also need to discern what can be discussed offline.
7. Any reports not received by the agenda call deadline will be listed as “NO REPORT” and skipped for that month.
8. However, new business / additional reports will be added to the agenda after the soft closing, if time allows.
9. One or more members of the Executive Board will remain after the meeting if possible to field questions, discuss projects, and provide support.
10. Everyone is asked to review the current and previous meeting minutes, as they are chock full of info. They are all archived online at: <http://www.dupontmanual.com/ptsa/Minutes.php>