

Manual PTSA MINUTES
Board of Managers Meeting
December 17, 2012

ATTENDING: Larry Wooldridge, Sandra Hubbard, Pam Wolford, Kim Wells, Valerie King, Jennifer Calleja, Laurie Grimes, Renay Adkins, Kelly Seiler, Lynn Wilbar, Pinky Jackson

8:30am: CALL MEETING TO ORDER - Lynn Wilbar, 1st VP (Kelly is out of town)

INSPIRATION (*Because you never gave up, your storm is over.*)

REPORTS FROM GUESTS

PRINCIPAL'S UPDATE – Larry Wooldridge

- ^ a moment of silence was offered for the victims of the Sandyhook shooting
- ^ Safety is the #A1 priority
- ^ Manual's lock down procedure and other safety measures were reviewed
 - o Mr. Kingsley is VP in charge of security
 - o Mr. Burton and Coach Rigdon are security staff
 - o Buzz in procedures were reviewed
- ^ discussion per security cameras
 - o Mr. Wooldridge has contacted JCPS
 - o there is a district contract with Advanced Global Communications
 - o 16 cameras: \$6,000 + installation – approximately \$12-15,000
 - o mentioned as a possibility for Partners in Excellence for next year
 - it was a Manual parent who funded the Air-Phones (buzz in system)
 - there is little room in the budget for this
 - not Title 1 funds available to Manual
 - could we seek a safety grant?
 - Suggestions to purchase 9-10 security signs (“These premises under surveillance 24/7...”)
- ^ communications will go out to students and parents discussing
- ^ signage
- ^ cameras
- ^ safety instruction
 - o look under your car
 - o walk with a partner
 - o emergency number is programmed into cell phones
 - o ensure athletic teams are aware of safety rules when traveling to and from Manual stadium

RAMS day coming up

DR. Rash/NHS sponsor will discuss abusive relationships and community safety

Valerie King will gather parents' safety concerns/ideas and sent to Mr. Wooldridge

Manual/Male basketball game fight was discussed

Mr. Wooldridge has spoken to the Male principal about need for increased security at games and about the vandalism and inappropriate behavior of Male students

Mr. Wooldridge was very proud of Manual students for not getting into the fight – Manual appropriate behavior and a teachable moment

Question asked about this rivalry - If violence continues, is this an abusive relationship and if so,

should we leave it?

Red/White week – program/community service opportunity

TEACHER MEMBER/S UPDATE - none

SBDM (Site Based Decision Making) - Sandra Hubbard sandrahubbard@insightbb.com
Patty Kannapel pkannapel@bellsouth.net

- ▲ 2 courses approved:
 - Introduction to Ancient Greek
 - Honors Human Geography
- ▲ Student Committee members are sought
- ▲ Please respond to the survey coming from SBDM
- ▲ Committee forming to strategize a 4 year plan for RAMS
 - email Patty or Sandra if you want to serve
 - consistent attendance would be needed
- ▲ Question asked if we can get a 2-3 year funding commitment from JCPS for Mina Todd's position
 - Might this be a grant opportunity?
- ▲ Grades reporting issue has not been dropped
 - please respond to the upcoming survey about it
 - JCTA contract needs to be checked per teachers having to use ic mailer
 - ed-line is a system some private schools use

Highlights of the December 2012 SBDM meeting include:

Student Senate proposed policy on teacher grade reporting: The Student Senate submitted a revised proposal that would require teachers to provide bi-weekly grade updates to students either online or in writing. This was a change from the original proposal requiring weekly updates. Mr. Wooldridge reported that the school is preparing to conduct a parent survey about this same issue. The council put the Student Senate proposal on hold until parent feedback can be obtained.

HSU Report: The council received a report from the HSU Advisory Committee about the number of students on track to fulfill the HSU requirement of taking four AP classes. Parent council members requested additional information about whether HSU students are successfully completing AP classes, and what kind of support is being provided to students who are having difficulty fulfilling the requirement.

RAMS (student advising program) update: Parent council members reported on a meeting with the counselors and RAMS facilitator, Mina Todd to share parent feedback on RAMS. Following this meeting, parents and students assisted Ms. Todd in analyzing results of a student survey administered at the last RAMS session. These results have been shared with faculty (see attached summary). Mr. Wooldridge emphasized that RAMS is a work in progress, and that the counseling department will take student feedback into consideration as they develop the program for the remainder of the school year.

State test results: A brief discussion was held of state test results. It was noted that Manual students perform well in reading and language mechanics, but that achievement is not as strong as it might be in other subject areas—particularly science and social studies. In addition, there are large achievement gaps for African-American, Hispanic, and free/reduced lunch students. Mr. Wooldridge has held meetings with teachers to discuss these results. Parent council members requested a meeting with Mr. Wooldridge to discuss the test results in greater depth.

Use of 5th Day Funds: The council approved portions of a recommendation from the Allocations Committee on use 5th Day Funds (e.g., for gym equipment repairs, science lab computers), but agreed to hold off on other recommendations until it is determined whether textbook funds are forthcoming from the district.

Please contact us if you have questions or comments: Sandra Hubbard, sandrahubbard@insightbb.com, 502.727.4435; Patty Kannapel: pkannapel@bellsouth.net, 502.581.0324.

COUNSELOR REQUEST

Ms. Medley is trying to fund counselors to go to Harvard for a program
\$2,000 needed

suggestion made to have it put in ic mailer and Manual POST

suggestion made to have a PTSA form for financial requests as well as other support and a form for promoting your idea to the whole Manual community

YPAS – Cindy Martin

- ▲ Madrigal Dinner
- ▲ Free Concert tonight at 7:30pm
- ▲ all 3 new YPAS teachers are incredible
 - Mr. Cook is adding an opera class
 - adding a pedagogy (teaching) class
 - David Hines – new theatre class

dance performance in February

- ▲ Little Women star - “Marmie” is Audrey , a YPAS sophomore

REPORTS FROM PTSA OFFICERS & COMMITTEE CHAIRS:

PRESIDENT – Kelly Higdon; text her at 724-1748 kelly.higdon@insightbb.com

- ▲ **Founder's Day:** – Laurie Grimes, CORRESPONDING SECRETARY - GrimesClan5@bellsouth.net
 - From Kelly: Committee Chairs are PTSA President & Corresponding Secretary.
 - Peggy Loy and Anna Kidwell will be on the committee to organize the event.
 - We will need either this committee or a subcommittee to organize a candidate list.
 - Laurie will have a list of past contenders.
 - Cindy Martin and Lynn Wilbar will help

COLLEGE 101 NIGHT – Diane Fowler / Lynn Wilbar

Event will feature "Collges that Change Lives" speaker

can the talk be videotaped and linked on website?

SECRETARY – n/r (November minutes will be coming with December minutes via email)

Reminder:

- ▲ January 14, 2013 is our Jan meeting (in place of the 3rd Monday, which is MLK Jr. Day)

TREASURER – Tara Childress Dmtsst@gmail.com a [502-718-9853](tel:502-718-9853).

1st VP/PROGRAMS – Lynn Wilbar

- ⤴ **College 101 Night – Diane Fowler** loufowler109@insightbb.com

Please put the date on your calendar: College 101 Night at Manual is March 20, 2013

- ⤴ **PROJECT GRADUATION** – Kim Wells pkwells@bellsouth.net

will have a Sign Up Genius after Janaury

- ⤴ **HOSPITALITY** – Anna Kidwell / Lynn Wilbar

- ⤴ 12-12-12 Holiday Luncheon was a lovely success and many thanks from counselors and administration for PTSA's help. PTSA volunteers had a fun time, especially in the jacuzzi washing sink.

- ⤴ Suggestion made to ask PTSA volunteers to help with Thanksgiving dinner next year – the cafeteria staff serves the entire school

2nd VP/Membership – Jennifer Calleja jcalleja@insightbb.com

- ⤴ 1,858 members

3rd VP/Ways&Means – Missy Wislocki

- ⤴ **Spirit wear** – Missy Wislocki

- ⤴ **Partners in Excellence** - Maria Sorolis – (unable to join us this morning)

request made for schoolwide update on money raise, number of tables purchased, and installation date

AP EXAMS – message from Christy Teauge

register online and bring form and payment into counseling office

reminders are going out often (too often?) in ic mailer

communications plan needed

links needed

- ⤴ **Foundations/Grants – Kelly Higdon**

Kelly would like to move the work with Foundations & Grants forward and has asked us to:

1. discuss a date in January to began work
2. see who of the people who have volunteered to help are still game for the work.

ADJOURNMENT at 9:58am

Respectfully submitted,

Pinky Jackson

March 18, 2013

Our next few meeting dates are:

January 14, 2013 8:30-9:30am in PTSA room

February 18, 2013 8:30-9:30am in PTSA room

March 18, 2013 8:30-9:30am in PTSA room

Generally, Board/Committee meetings are the 3rd Monday of the month (August-May) from 8:30-9:30am in PTSA room @ Manual. 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.