

Manual PTSA MINUTES

February 17, 2014

Attending: Pinky Jackson, Peggy Loy, Molly Wingfield, Colleen Beach, Tanya Marquardt, Linda Lotspeich, Sandra Jójciak, Tony Sweazy, Tisha Payne, Caryl Conklin, Ann Schwartz, Trish Kline, Beth Jolly, Maria Sorolis, Patty Lyvers, Missy Wislocki, Jill Jelsma, JoAnn Taheri, Tammy Nofsinger, Barbara Coffield, Jerry Mayes

CALL MEETING TO ORDER – 8:30 Pinky Jackson, President manualptsa@gmail.com

INSPIRATION – Trish Kline, 1st VP tkline102@gmail.com

Olympic athlete story: winners helping others finish with dignity.

REPORTS FROM GUESTS

PRINCIPAL'S UPDATE – Jerry Mayes gerald.mayes@jefferson.kyschools.us

Thank you for rallying the troops regarding the Magnet School Review. Scott Thomas, the president of Magnet Schools of America, was impressed with the Manual magnets and especially the passion of the parents. The research firm said that there was no school like Manual with academic and arts magnets. Other schools have an academic magnet, or an arts magnet, but no school has both. Our faculty did an amazing job getting ready in 4 days. The PTSA did an amazing job of rallying the troops.

We just completed an attendance audit. I think we did very well, but have not heard results yet.

We also had an internal audit.

I'm hoping the SBDM election search will go well. We're facing some important funding issues in the future, and expansion needs. We've got a highly talented resource in Sandra Hubbard, and we need to find a way to keep her involved.

TEACHER REPRESENTATIVE MEMBER/S UPDATE - *(position open)*

STUDENT REPRESENTATIVE MEMBER/S UPDATE – *(position open)*

SBDM (Site Based Decision Making) - Sandra Hubbard shhubbard@twc.com 502-727-4435 and Polly Labrecque polly.labrecque@gmail.com

SBDM Elections –PARLIAMENTARIAN- Tisha Payne tishapayne@yahoo.com

Information will be shared with parents & the nomination form is awaiting final approval with dates. Online voting will be finalized with Mr. Mayes today. Look for nomination form to be sent out in the next month. Voting will not be anonymous to ensure non-duplicated votes. Each entrant will be verified by the school office. Non-matching e-mails will be verified by the school. All votes will be confidential, and voting can still be done in person if the voter wants to be anonymous (vs. confidential).

REPORTS FROM PTSA OFFICERS & COMMITTEE CHAIRS

PRESIDENT – Pinky Jackson manualptsa@gmail.com

The primary goal of PTSA is not to raise funds; it is to advocate for student success and parent involvement. However, while we wait on funding levels to be restored, there are some needs that we try to fill in supporting our students, teachers and staff. We have very exciting news about the Partners for Excellence campaign.

Partners for Excellence – Chair, Sondra Wojciak: We exceeded our goal! We had 209 donors contribute \$36,000+. We believe that this is the most *Partners* has ever raised. We were able to do the Wi-fi and the

cameras. The next technology need is Macs for VA and we will see how many we can get. We saved money because JCPS staff figured out a way to use KETS money for connectivity needs.

SECRETARY – Barbara Coffield barbarajbenjamin@gmail.com

- ⤴ Beth Jolly moved to approve the January 13 Minutes; seconded by Peggy Loy; approved by the Board.

Historian – Tammy Nofsinger & Elizabeth Spalding

- ⤴ An electronic scrapbook has been created that follows the 4-pillar structure of the PTSA display board. This will allow us to share PTSA work and accomplishments more broadly than a physical scrapbook would. We plan to show the presentation at Founders' Day on a continuous loop.

Website – Clay McNeill claymc@bellsouth.net (Unable to attend meetings; send web updates to him via email. Include URL of page needing editing and the text / docs to link.)

Corresponding Secretary - Molly Wingfield mollywingfield1@gmail.com

- ⤴ Notes received: Thank-you note from a student that received a PTSA scholarship; a thank-you note from Mrs. Geary for the math supplies funding; and a thank you note from a *Partners'* donor.
- ⤴ Founders' Day plans are in place. We're excited about a new change: food will be provided by our students in the Food & Nutrition classes.

TREASURER – Beth Jolly 56jolly@gmail.com

- ⤴ A Budget update through 2/16/2014 was provided. (See attached.) We have made significant progress toward reducing the Spirit Wear debt. The original invoice was at about \$10,000, and it is now down to about \$2,000. The debt has been brought down quickly because of the efforts of PTSA board members and volunteers selling at Manual athletic events.
- ⤴ No funding requests.

PARLIAMENTARIAN – Tisha Payne tishapayne@yahoo.com

- ⤴ *SBDM Election update provided in SBDM section.*

1st VP/PROGRAMS – Trish Kline tkline102@gmail.com

College 101 night – Kelly Higdon kellyannjarzo@twc.com (by Trish Kline)

- ⤴ Most plans are in place for College 101 Night on March 4; only a few more volunteer slots are needed to be filled. Katherine Doyle will send out a Sign Up Genius

Project Graduation – Linda Lotspeich lindasuelotspeich@gmail.com

- ⤴ Project Graduation is getting started and, so far, things are in good shape: we'll have our first team meeting next week. Puzzles has been terrific about being flexible on the date as it's not confirmed until JCPS has a confirmed last day of school. We need to raise \$8-10,000 more dollars to fund the event.

Hospitality – Anna Kidwell alkidwell@twc.com and Peggy Loy bloy679382@aol.com

- ⤴ Everything is ready for Founders' Day, February 19.
- ⤴ Please watch for a Sign-up Genius request to come out asking for finger sandwiches, fruit trays, cheese trays, and dessert. We would like to provide food for the staff on both Monday, February 24th and Tuesday, February 25th during the parent/teacher conference hours of 3-6.

Scholarships – Colleen Beach cbeach55@twc.com

- ⤴ **The deadline for the Manual PTSA scholarship application is March 19th.** Four PTSA members volunteered to be judges; they are: Ann Schwartz, Beth Jolly, Peggy Loy, and Barbara Coffield.

CAP - Jill Jelsma jilljelsma@bellsouth.net and Tony Sweazy tsweazy@gmail.com

- ⤴ We now have a key to the CAP room. Our current focus is to build awareness. Mina Todd has been asked to mention CAP in her orientation with students and to have the students brought to the CAP room to see what's available to them.

Beautification - Gretchen Davis gretchenwdavis@yahoo.com. (Unable to attend meetings, but working on

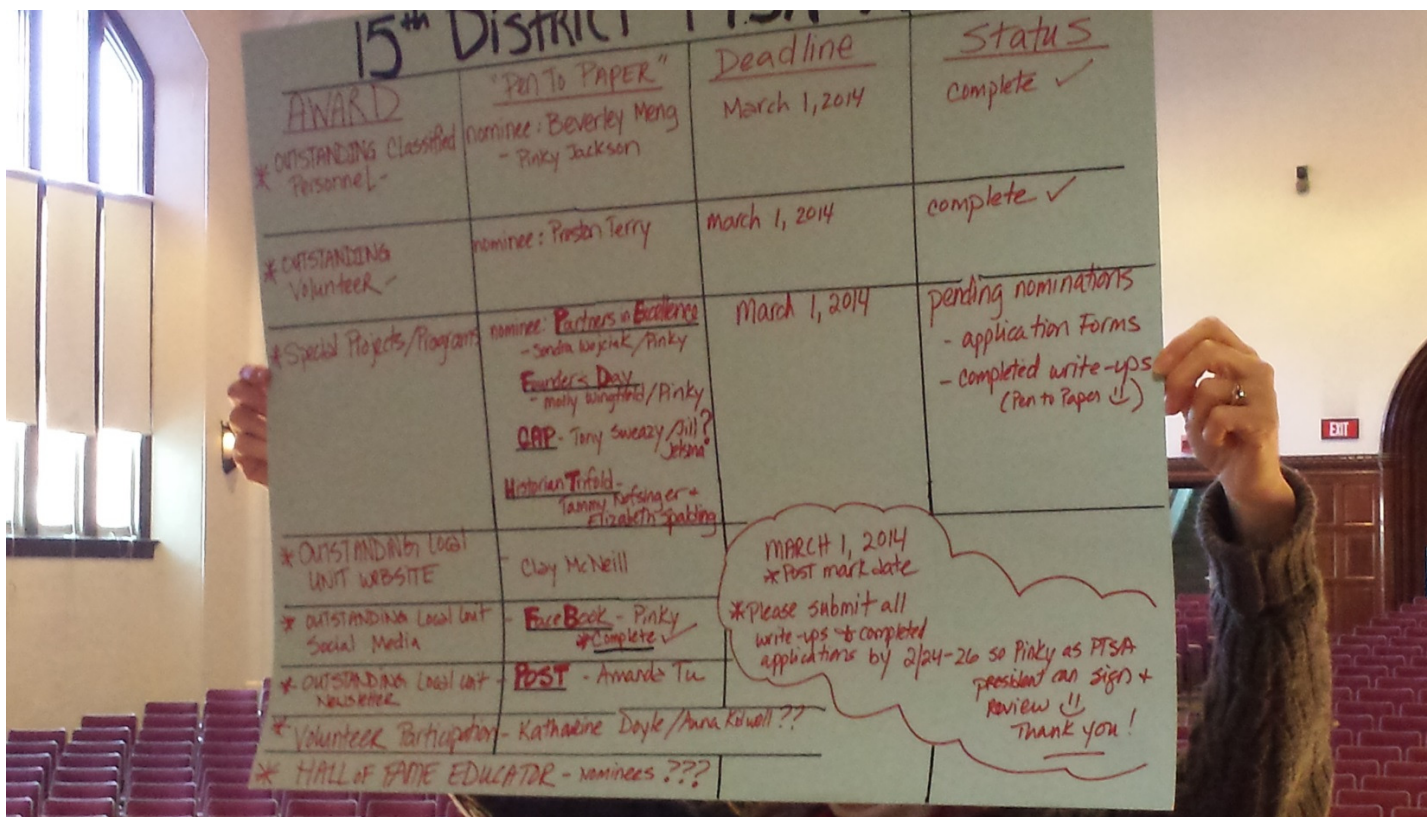
beautification projects.)

Red/White week: Kolleen Oney koney@insightbb.com and Lynn Wilbar wilbar84@aol.com

College & Career Center (CCC) – Pam Wolford wolf5345@bellsouth.net

Awards – Tanya Marquardt marquardt5@twc.com

^ Tanya presented the 15th District PTA awards we qualify for and discussed projects for award categories.



^ Volunteer Award Nomination submitted for Preston Terry:

Preston Terry, Outstanding Volunteer

The "energizer bunny" of the Manual PTSA has, in just 7 months, already contributed over 224 volunteer hours to the students and the school. Upon arriving at school this summer to register his new freshman daughter, Preston noticed that help was needed re-routing the registration lines. He jumped right in to adjust the plan and move the booths so that all the students and parents could be served more efficiently.

Preston's energetic volunteering has continued ever since. He stops by the school office in the morning to see what help is needed, and takes on numerous tasks for the staff and the PTSA. Spending a couple of hours each day on campus, Preston's selfless service helped get the school year off to a strong start and continues to allow us to complete tasks throughout the year. In addition to this daily volunteering, Preston helps with all of our special events, fundraisers, and meetings. He is often the first volunteer to arrive and the last to leave.

Having the perspective of a new parent, and consistently taking the time to offer feedback and ideas for how to improve school success, is valuable indeed. Giving input **AND** having the creativity, technical skill and initiative to find and implement solutions is **THE** type of volunteering that every organization needs! And that is the precisely the type of service that Preston Terry provides. How many times have we heard ideas and suggestions, passionately given, by people who expect someone else to do the work? We often find ourselves with an abundance of ideas and a shortage of resources with which to implement them. This is not the case when you serve with Preston Terry. He considers situations, researches solutions, presents a plan, incorporates edits, and gets the job DONE.

Helping expedite the registration process was Preston's first foray into making the school lives of students, parents, and staff more successful. As soon as school started, he created full color, detailed digital maps of our campus and its somewhat intricate carpool lanes and parking areas. He took the initiative to request that they be distributed at Open House and posted on both the school and the PTSA website. By labeling the appropriate ways to navigate our congested urban campus, Preston helped both new and returning parents, staff, and students arrive and depart with confidence, courtesy, and safety.

That same vision of helping the community get where they needed to be led Preston to create new floor maps and bus pickup locations for the office as well as directional signs for the PTSA. With so many new students and parents and several newly assigned staff, this is a very handy resource that mitigates what could be chaotic transitions. That same navigational support was also deeply appreciated when Preston reviewed the entire PTSA website and clearly documented update suggestions for each Chairperson.

As a new Manual parent, Preston's exhaustive volunteer tasks prepared him well for his role as a tabling representative at Back to School Open House and a welcoming volunteer at 8th grade Open House. These are nerve-wracking events for new, and potentially new parents, as they try to both gather and impart a great deal of information. By being ever-present and energetic, Preston directed them to very helpful resources.

Students, parents, and staff are also assured when they know what is going on around campus, and they feel included in activities. Because he took lots of photographs as he volunteered around campus and then provided them to our e-newsletter very quickly, Preston was able to help our 2,000+ subscribers get a regular picture of campus happenings. One of our favorite "Preston pics" is the one he took of the entire cafeteria staff the day after Preston joined several PTSA Board members in working alongside nutritional services as they prepared and served Thanksgiving lunch to the whole school. Preston wrote a lovely article about his volunteer experience that day. It really highlighted how much appreciation we all have for how hard the cafeteria staff works every day.

Preston also turned his attention to beautifying the campus. He volunteered by pulling weeds, trimming trees, blowing leaves, mulching tree beds, and picking up debris. By bringing his own equipment and inspiring his daughter to help, Preston made a noticeable impact each day. By the time that our "fall clean up day" happened, Preston had taken care of most of the smaller gardening needs and our Beautification Committee, which he volunteered with as well, could focus on large landscaping projects.

To help make space for an additional classroom, Preston helped empty the textbook depository. To assist the hospitality committee in accessing its supplies, he supervised the moving of storage cabinets. And he worked back-to-back shifts at Manual stadium, helping set up a huge spirit wear display, sell merchandise, coordinate debit/credit sales and helping pack up after a very long day. Preston also took the initiative to pick up additional merchandise from our vendor's warehouse, load up his own tables, and set up and staff another large spirit wear sale at Butch Charmoli Gymnasium.

Another benefit to his numerous hours volunteering on campus was that Preston learned how to successfully connect as a guest to the JCPS wireless network, which was not an easy feat with our outdated system, historic building, and numerous annexes. He used the access to complete [P1][P2][P3] volunteer work, promote the PTSA online store, and help parents find online resources. And, to help parents and students conserve their family's data plan, he shared detailed instructions for Wi-Fi access via our weekly e-newsletter.

Preston's work in helping everyone get familiar with the campus, find resources, feel proud of our surroundings, raise funds, and get much work done is clearly outstanding and deeply appreciated.

Reflections – Kim Booth kimberly2anne@aol.com (no report)

Volunteer Coordination - Katherine Doyle akkdoyle@gmail.com (no report)

✧ Working on volunteers for College 101 night, AP testing and Project Graduation. If anyone needs anything else before the end of the year, please let Katherine know. Pinky suggested to check with Mr. Farmer on the need for volunteers for EOC exams.

2nd VP/PROGRAMS – Maria Sorolis sorolandfamily@gmail.com

Legislative Report The Kentucky Education Action Team (KEAT) met last week in Lexington to develop plans to drive a grassroots efforts to support Gov. Beshear's budget plan to restore education funding to 2008 levels. This level of funding is still inadequate for today's needs, but is a step in the right direction. Today's POST will have information for Manual parents to take action and reach out to their representatives.

Magnet Liaisons

VA Liaison– Caryl Conklin carylconklin@hotmail.com

✧ *Bids* were solicited for 30 Macs for VA use, but none of the vendors are able to provide the quantity needed. We'll be re-bidding this and working with vendors to come up with a plan to meet VA needs.

MST Liaison– Ann Schwartz annmerm@gmail.com

Science Fair volunteers needed – please see the link in today's POST.

HSU Liaison – JoAnne Taheri euroimport@win.net (no report)

YPAS Liaison – Patty Lyvers mailto:lyversfamily@att.net

✧ Upcoming events at YPAS:

- The Dance Concert is being performed on the YPAS stage on Feb 19,20,21,22,23. You can get tickets at the door, or at YPAS office. Everyone is welcome to come and see a fantastic show, which includes yummy refreshments.
- A Piano Recital will be on March 6th at YPAS. Everyone is welcome; tickets are not required for recitals.
- There is a discount available to all Manual and YPAS students, teachers, and parents for the musical "Ghost" at the KY Center for the Arts. These ticket sales also benefits the Producers of YPAS if tickets are ordered via Event Usher.

J+C Liaison – Peggy Loy bloy679382@aol.com

- J&C has won numerous awards for their 2013 Crimson yearbook, the Red String Theory.
- Applications will soon be available for students interested in working on the various J&C publications.

3rd VP/WAYS & MEANS - Michael Harper mharperPTSA@gmail.com (no report)

- ⤴ Donations & Sponsorships – position open
- ⤴ Spirit wear – Missy Wislocki mwislocki@insightbb.com
 - Taking every opportunity to sell Spirit Wear at Manual sports events has resulted in significant progress on the vendor invoice.
- ⤴ Fundraiser Database – [click here to add your group's fundraiser](#)
- ⤴ Partners in Excellence - Sondra Wojciak sonwojciak@yahoo.com and Rhonda Steinemann rsteinemann@twc.com
 - *Highly successful Partners in Excellence campaign shared at beginning of the meeting as Sondra and Jerry both needed to leave early.*
- ⤴ Foundations/Grants – *team leader and members needed*

ANNOUNCEMENTS

NEW BUSINESS

ADJOURNMENT 10:45

NEXT MEETINGS

Our next few meeting dates are:

March 4 is College 101 Night 5:45-8:15pm

March 17 is the monthly PTSA meeting at 8:30am

April 21 is the monthly PTSA meeting at 8:30am

Generally, Board/Committee meetings are the 3rd 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.