

Manual PTSA MINUTES
September 11, 2014

**General Meeting of the PTSA / Open House evening
Manual Auditorium**

Attending: Approximately 200-250 parents/guardians/students for Open House

6:02 p.m. Pinky Jackson, PTSA President, opened the meeting.

PRESIDENT - Pinky Jackson

- Welcomed all to Open House and provided details on how the meeting and Open House would proceed.
- Pinky shared that a parent articulated the issue of Open House conflicting with sports events in a factual, clear, respectful manner and in writing so that it could be acted upon. Mr. Mayes and Mr. Zuberer will plan to reserve the second Thursday in September annually for Open House, and block that day from being used for sports or other afterschool events. It was noted that if some events such as master schedule games are scheduled for that night, we have no control over that.
- Next Thursday, September 18 is High Attendance Day. It's really important that your student is here.
- Introduced PTSA Executive Board. Asked remaining PTSA Board members to stand up. Then asked PTSA members to stand up (vast majority of people in the auditorium stood up).
- Membership report: 1113 Parents, and 127 Faculty members (up from 37 last year) makes us the largest PTSA in the district.
- Being a large, organized, effective PTSA means we are listened to when we advocate for our students and our school. Thank you for your membership. We are stronger together.
- Our next big project is Partners in Excellence. That will begin on October 1. We will ask the administration about their most important funding needs and seek input from all of you. The PTSA is not a bank, but we will pool resources from our members and advocate for our school. Last year, your Partners donations purchased Wi-Fi for the entire campus, a 3D printer, TV monitors, and other essential needs.
- As required by PTSA by-laws, Treasurer, Beth Jolly presented the PTSA budget for the membership's vote.

TREASURER – Beth Jolly

REPORT: 2014-15 budget highlights: two key funding sources: Membership dues and Partners in Excellence. PTSA spending is primarily for two purposes: school and student programs. Asked for questions or comments on the proposed 2014-15 budget (distributed via email and online for weeks preceding the meeting).

VOTE: Receiving no questions, Beth moved the PTSA budget be approved. Mike Morgan motioned for approval; Shannon Evans seconded the motion and the general membership approved the 2014-15 budget.

PRESIDENT – Pinky Jackson and 2nd VP MEMBERSHIP – Trish Kline

- Pinky: Our Treasurer, Beth Jolly, must step down from Executive Board as she is a JCPS employee. Her deep knowledge of the Budget will not be lost as she will take the position of Budget Committee Chair.
- Trish: As head of the Nominating Committee, we've searched and vetted two excellent candidates. Delene Taylor is a CPA and has a strong marketing and communications background. She will join our Communications Team.

PROPOSED: Gloria Manimuthu has an MBA and accounting experience, and works for Cornerstone Engineering. We would like to nominate her for Treasurer. Trish asked for any other nominations from the floor.

APPROVED: Receiving no other nominations, Trish suggested the nomination be approved. Maria Sorolis moved that the nomination be approved; the motion was seconded by Mike Morgan. The general membership approved the motion with none opposed.

PRINCIPAL - Jerry Mayes

- Mr. Mayes welcomed everyone to Open House, and introduced the Counselors, Assistant Principals Mr. Kuhn, Mr. Farmer, Dr. Kingsley, and Mr., Crady, and Shamika Johnson, the AP Coordinator.
- Thank you for sending us such great kids. You've taught your children to work hard. I thank you for the work ethic you've taught your children. You being here shows your commitment.
- Thank you all the contributions to the Teacher Donation Fund. If you would like to give, contact Ms. Meng in the main office. We appreciate your support for our teachers.
- I thought the 2nd year would be easy, but it's been quite a beginning. Hired 25 teachers this summer, and we had a lightning strike. You'll see a crane out front to do the limestone repair, but activity inside the building will not be affected.
- One of the things we're required to do by the state is report on our achievement gap, and we're happy to do that. We started a program last year called AEMS. Mina Todd is a leader, and has created an outstanding program.

AEMS (ACADEMIC Enrichment for Manual Students) Coordinator – Mina Todd

REPORT: Congratulations for your child being in one of the top high schools in the country. We want every student in the building to get the support they need when they need it.

- When we first started AEMS, 17 teachers immediately jumped in to volunteer. We analyzed the data so we could target students needing help. We invited the students, teachers volunteered, and we partnered with U of L's future teachers to help them reach their required hours. Students can also get support from National Honor Society Students, and this year, students from the Spanish Honor Society and Math Honor Society will help tutor as well.
- Our goal is College and Career Readiness by graduation. Students are never pulled out of class; they are pulled from study skills, and AEMS is in a room next to the library.
- We started in October, 2013 with 166 students. We've put in 1654.5 hours, just in AEMS room tutoring (not including time teachers have tutored during their planning times, or after school tutoring time).
- Regardless of whether a teacher is helping with AEMS, they are committed to helping Manual students. Any questions? (No questions from parents). AEMS brochures are in the back of the

auditorium, and you are always welcome to send me e-mail (e-mail address on the school website).

PRINCIPAL - Jerry Mayes

Mr. Mayes reminded parents that Open House is not a parent/teacher conference, described the process of moving through Red Day and White Day schedules, and that parents without a schedule can get one from the front office or the guidance office.

The meeting was adjourned at 6:31 pm.

du Pont Manual PTSA
Proposed Budget for Fiscal Year 2014/2015

	2013/2014 Actual	2014/2015 Budget
INCOME		
Membership	19,289	24,000
Student	15,300	15,000
Parent/Guardian/Other	3,689	8,400
Teacher	300	600
Clothing and Merchandise	7,935	2,000
Partners for Excellence	36,894	20,000
Rebates - Balfour	-	-
Donations/Sponsorships	3,241	500
Grants/Donations for Programs	10,500	-
TOTAL INCOME	\$77,859.09	\$46,500.00
EXPENSES		
Beautification	123	250
Community Closet	-	25
College Night Programs	-	100
College & Career Center	-	100
J & C Publications	20	20
Hospitality	1,160	1,550
Welcome Back (Aug)	18	50
Open House (Sept)	30	50
Conference Days (Oct/Feb)	117	150
Bus Drivers/Cafeteria (Dec)	162	200
Staff Appreciation (Dec/May)	451	500
Founders Day Luncheon (Feb)	381	600
Red and White Week	30	200
Project Graduation	2,000	2,000
Scholarships (2 @ \$500)	1,000	1,000
Clothing and Merchandise	8,764	25
Administrative (incl. postage)	771	300
Honors/Awards Founders Day	378	500
PTSA Membership Expenses	7,566	9,137
PTSA Conference Banquets/Materials	140	300
PTSA State/National Dues	6,706	7,800
PTSA District Dues	383	600
PTSA Insurance	337	337
Membership Drive Expenses	-	100
Flowers/Gifts/Memorials	75	150
Partners for Excellence Administration	-	150
Partners for Excellence Purchases	34,878	20,000
Purchases for School/Student Programs	10,075	9,453
Purchases for School/Math Department	10,479	-
Staff Development	-	1,500
Bank Service Charges	12	40
TOTAL EXPENSES	\$77,330.32	\$46,500.00
BALANCE	\$528.77	\$0.00

duPont Manual High School / Youth Performing Arts School

OPEN HOUSE—September 11, 2014

5:30pm: Doors open (this gives staff & teachers time to clean/set up after the school day ends)

5:30 - 6:15pm: Information about clubs, athletics, & PTSA available in the back of auditorium

6:00pm – 6:15pm: General Meeting of the PTSA in the front of the auditorium

6:20pm – 8:00pm: Classroom visits.

CLASSROOM VISITS: You will spend 8 minutes in each class and have 5 minutes to travel from one class to the next. Bring your child's schedule with you so you know which rooms to go to. Parents do not need to attend the Study Skills classes.

YPAS: Faculty & Administrative Staff will be in the main YPAS building. Parents may enter from 2nd Street or behind Noe Middle School.

CONFERENCES: Parent/Teacher Conference Day is **Tuesday, October 7, 2014**. Teachers will send home requests to conference or you may email the teacher for an appointment.

BRING THIS FORM WITH YOU TO OPEN HOUSE!

Please have your child complete her/his schedule so that you may visit their classrooms.

<u>Red Day</u>	<u>Subject</u>	<u>Room Number</u>	<u>Teacher</u>
1	_____	_____	_____
2	_____	_____	_____
3	_____	_____	_____
4	_____	_____	_____

<u>White Day</u>	<u>Subject</u>	<u>Room Number</u>	<u>Teacher</u>
1	_____	_____	_____
2	_____	_____	_____
3	_____	_____	_____
4	_____	_____	_____