

Manual PTSA MINUTES

September 15, 2014

CALL MEETING TO ORDER – Pinky Jackson, President manualpts@gmail.com 8:31 a.m.

ATTENDING: Pinky Jackson, Barbara Coffield, Sondra Wojciak, Tisha Payne, Paula Hutchins, Shannon Evans, Judith Bradley, Preston Terry, Mike Morgan, Ann Schwartz, Patti Lyvers, Gloria Manimuthu, Trish Kline, Susie Gulett, Carolyn Judy, Delene Taylor, Tanya Marquardt, Jill Jelsma, Penny DeVenuto, Denise Mallett, Molly Wingfield, JoAnne Taheri, Missy Wislocki, Monica Willis, Maria Sorolis, Peggy Loy, Tammy Nofsinger, Gerry Mayes

REPORTS FROM GUESTS

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

- Open House went well.
- Just 7 teachers needed to sign up to get 100% teacher PTSA membership.
- The Partners in Excellence wish-list is starting.
 - The VA Gallery is on the list because it's a fairly modest project.
 - Two years ago, YPAS was asked to put in security locks. We need to do that, and will go forward regardless of Partners funding. We also want a few cameras in the parking lot.
 - Jerry discussed the range of safety actions taken in the last few weeks, and how the larger society dictates that we proactively step up our security practices.
 - We're also looking at Capstone training for our teachers to build up our magnets, and differentiate them from other magnets in JCPS.
 - And there's always a need for new printers/copiers.
- 35 National Merit Scholar finalists. Waiting for our National Achievement test results.
- We'll need lots of parent volunteers for 8th grade open house, and please wear Manual shirts.
- There was a community meeting last Thursday night with JCPS Board Member Diane Porter, and the HSU issue appears to not be put to bed. We still need a clear statement from the Board to close this issue.
 - We are really making sure the HSU magnet is described and designed to make clear how much it stands apart.
 - We are also looking to build up the Technology aspect of MST. Looking at many different options: STEM, STEAM, Robotics and others.

REPORTS FROM PTSA OFFICERS & COMMITTEE CHAIRS

▲ **Partners in Excellence** - Sondra Wojciak sonwojciak@yahoo.com and Rhonda Steinemann rsteinemann@twc.com

The Partners in Excellence Fundraising Campaign will launch on October 1, 2014 and continue until January 31, 2015.

- Preliminary ideas for Partners projects have been received from Mr. Mayes and we are assessing them to see if they fit into the Partners' criteria, PTA guidelines and mission, and this year's funding goals.
- **We are reviewing the Partners criteria to more fully understand and articulate projects that "benefit all students". While funding for exhaustible classroom supplies or travel expenses for performances or competitions may not be a fit for Partners, improvements to the Manual physical building or upgraded/new equipment for classrooms/programs may be a fit.**

- Those projects that fit will be published in the September, 22 Post with a request for community-wide input and any other project suggestions.
- September 27 is the deadline for input from the entire community (friend of Manual). Results will be shared in the September 29 Post.
- Concern was raised over funding a copier because of what appears to be tremendous paper/copying waste. PTSA resources might be better used helping find ways to conserve.

ECE/AEMS Liaison Role Development – Judith Bradley blueskymom2@gmail.com

I've met several times with Ms. Todd and Ms. Strohmayr and once with Mr. Crady. I have not yet identified the administrator with ELL responsibility.

- Overview of each population provided
- ECE Needs/Requests
 1. Generate greater awareness of several new communities within the school:
 - a. Social Communications program (6 students with Autism Spectrum Disorders, including 3 freshman, 1 sophomore & 2 seniors)
 - b. Functional Mental Disability (FMD) class - 9 students
 2. Find a way to celebrate her staff! (Food no longer provided on PD days). *Will see if hospitality team and/or volunteer coordinator can help. Also, I'll ask Mr. Mayes if PD days will be covered by Faculty Development Fund.*
- AEMS Needs/Requests
 1. \$ for dedicated Ipads/laptops, creating physical environment more conducive to multiple pairs of tutor/students working together concurrently, possible purchase of data dashboard to better inform strategies used (*Funding request to be sent to Ways & Means*)
 2. Tutors!
 3. Increase awareness of & encourage participation (*added to writers' team list for Post*)

Reflections - Penny DeVenuto pndevenuto@gmail.com

Key need is finding a place to exhibit the students art entries; especially film or choreography. Also met with the ECE coordinators so that those students are aware of the Special Artists category.

SBDM (Site Based Decision Making) - Tracy Shah shahmom@twc.com
 Polly Labrecque polly.labrecque@gmail.com

The Capstone fund was formally approved by SBDM so that AP Seminar/ Research can be funded.

PRESIDENT – Pinky Jackson manualptsa@gmail.com

Agenda: Board Members: please reply to the **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

ACTION ITEM: Please check in each time you are in the building.

Communications Team Report:

We have been working to document access info, policies, and procedures, to get a volunteer in charge of each area, go digital, and to continuously improve communications.

- All details below documented, and information needs to be submitted in the form in which the submitter would like it to appear (we don't have the resources to edit).

- MANUAL MORNING ANNOUNCEMENTS: We asked Tracy Shah to make a formal SBDM request that communications from the school be improved. We recommended that the PA announcements that the students hear in the mornings be typed up and emailed to all families so that the activities and their details could be available to students who did not have time to write them down as well as their drivers/parents who need to plan family schedules. We are thrilled with the result! Thank you Mr. Mayes, Tracy Shah/SBDM, and **Ms. Michelle Bynum!**
- LIST SERVE GROUP: manualptsa@googlegroups.com Leslie Stum, Social Media Co-Chair, manages the member list. Leslie responds to requests for help subscribing or unsubscribing and has updated the subscription text for our website. In response to subscribers not getting emails, Leslie found out that “receive all email” is not the default. So she updates that **for the entire group each week** so that everyone receives the Post each week.
 - ACTION REQUESTED: We have heard from several people that they do not get the Post, so please spread the word by forwarding the Post when you receive to your sports and club lists and Manual community members with a personal note to subscribe by sending a blank email to manualptsa+subscribe@googlegroups.com.
- ONLINE CALENDARS: There are now 3 online calendars, and we have been working to clarify what goes where and how to help promote all three of them so that families can subscribe to whichever one/s they need. We decided not to have all the info on one calendar because of the high volume of events.
 - The [All-School Calendar](#), which is linked on the home page of the Manual website was created by PTSA as a service the community. It is associated with the manualptsa@gmail.com account. Leslie Stum has taken over its management, and is working to keep it updated with all-school events, primarily those that parents are expected to attend and are welcome to attend. We make sure to change the default to “no reminder” when adding an event to the calendar so that it does not annoy subscribers. We have asked Mr. Dallmann to change the calendar’s name to “All-School Events” on the Manual home page and to use the same size font for it and the following 2 calendars.
 - The “College and Career Visits” calendar was created by and is maintained by Ms. Just in the Guidance office. It includes all of the dates that College and Career Admissions Representatives will be visiting Manual. We have asked Mr. Dallmann to please add it to the home page as well, and he has. ACTION ITEM: Please help us spread the word to all families, especially juniors and seniors, to [subscribe to this calendar](#) and attend these college rep. visits! Our year-end report from CCC included the need to increase rep visits, and this is a great way to help do that!
 - The [“Sports & Extracurricular Activities” calendar](#) was created by and is managed by Amanda Tu on behalf of J+C. We have asked Mr. Dallmann to add it to the home page of the Manual website.
- ADVOCACY: Maria Sorolis sorolandfamily@gmail.com
 - Maria will collaborate with Mr. Mayes, Mr. Kuhn, and the HSU committee to write up a statement of our understanding about:
 - where the school board is regarding MSA’s recommendation about HSU
 - our admissions process
 - Progress made by Manual to address these topics and strengthen HSU
- COMMUNICATIONS CONSULTANT – Judith Bradley has moved from this role to the position of ECE/AEMS liaison. There are no current plans to fill this position. Instead, we are putting volunteers into roles to tackle specific tasks

- SOCIAL MEDIA CO-CHAIR – Welcome, Delene Taylor to this role! delene07@hotmail.com She joins Leslie Stum, our current Social Media Co-Chair. Delene will focus on improving our communications with our student members via emerging social media platforms, collecting new parents FAQs and answers, and getting updated information for our website to our web coordinators.
- WEBSITE: <http://www.dupontmanual.com/ptsa/> Greg Schwartz greglacrosse@gmail.com and Sudha Srinivasan pat.sudha@gmail.com
 - Delene Taylor will be reviewing website content and design to see how we might improve it
 - Submit web edits to our web tech coordinators Greg and Sudha at manual-ptsa-website@googlegroups.com. All Board members are asked to please review the website: <http://www.dupontmanual.com/ptsa/index.php> and make sure their content is accurate and up to date.
- EMAIL: manualptsa@gmail.com is checked several times each week by the PTSA President. Messages are responded to and routed to the appropriate Board member for follow up. All messages (except junk mail) are saved on the server so that we can easily access information, and leave message trails for our successors.
- FACEBOOK GROUP: [DuPont Manual High School PTSA](#) has grown to 407 members. There is lots of activity from many members that are adding new members, asking and answering questions, and posting info about their clubs. Administrators and teachers have been very helpful in providing answers to questions we do not know the answer to. We make sure we get accurate info and post it ASAP. Leslie and I are managing it, and Delene is capturing the questions and answers for a comprehensive FAQs document.
- TWITTER: @manualptsa Leslie has set it up and Delene will be helping to leverage it as a tool for reaching students and other members
- GOOGLE DOCS: PTSA records are located via the manualptsa@gmail.com google docs account. Pinky is working to upload and organize all PTSA docs and info and share files and folders as needed. Some docs are internal working docs and some are for our entire membership, so the sharing settings vary.
- MANUAL DIGITAL DIRECTORY: We created one comprehensive response to send to all those who wish to be included in the directory. Manual community members who email their name and zip code to <mailto:manualptsa@gmail.com> now receive this response:

Thank you for requesting to be in in the Manual PTSA Digital Directory ***that will be sent to all directory participants and to PTSA members upon request.*** Please go ([web address](#)) to submit the specific information you want included. **SAVE THE LINK** that you will get after you submit your response so that you can edit your entry in the future.

To view the entire directory, go to: ([web address](#)). The directory updates every time a new person opts in or edits their responses, so check the link as often as you like.

If you want to sort the data by fields (so you can find carpool partners in your zip code, or find other freshman in your magnet, etc.) you will need to use the "file" drop down to download it as an xls spreadsheet. Then you can sort away, but know that your spreadsheet will not get updated as new people add themselves. To get an updated directory, go to ([web address](#)) again.

As a response to alumni who are interested in carpooling to U of L via Manual (great way for them to earn gas money and you to not have to drive to and from every day); who want to stay connected as alumni; and/or who may be a resource for current Manual families looking at the colleges / careers they have chosen, we do not delete alumni, or any other entries. You may edit (or delete) your entry at any time by using the "edit your response" option, if you saved that link when you submitted your data. If not, contact the PTSA to have your old info edited or deleted, and

will respond as quickly as our volunteer resources allow us to. You may submit new information for the directory at (web address).

To subscribe to the weekly all-school e-news, send a blank email to manualptsa+subscribe@googlegroups.com
To join the DuPont Manual High School PTSA, facebook group, where we answer questions and share info, go to <https://www.facebook.com/groups/114224491961406/>

To join the PTSA, shop online for spirit wear, or see a full list of PTSA Board members and information on how to get involved, go to <http://www.dupontmanual.com/ptsa/>

Follow us on Twitter @ManualPTSA

- PUBLICATION: Manual Post: weekly all-school e-news.
 - We surveyed readers at the end of last school year and revised our design in response to feedback as well as Amanda's vision for a cleaner, more up to date style. One request was for easier online and hard copy reading, so we changed from red and black backgrounds to salmon and grey. Amanda created a specific style guide so we could maintain consistency from issue to issue and pass what we have learned on to our successors.
 - We held a writers' meeting on 9/5/14 and discussed publishing schedule, vision for spotlights, front page articles, and local/district/state/national PTA info and advocacy reporting.
 - We will send the Post and the Scholarship news as attachments to the distribution email. All other attachments (fundraising flyers, signup sheets, etc.) will be hyperlinked within the text of the Post. The documents themselves will be uploaded to the manualptsanews@gmail.com google drive.
 - We will rotate the front page between articles from Parents, Teachers, Students, and Administrators. J+C Students Olivia Evans and Jamie D'Amato are contributing pieces. Becky Mosley and Gail Boggs are helping with photography. Additional writers and photographers are most welcome!
 - ACTION ITEM: Magnet Liaisons are asked to recruit a parent, teacher, and student to contribute articles, info, photographs for their magnet's spotlights. 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. Judith Bradley is our new liaison to ECE
 - manualptsanews@gmail.com is the submission address and deadline is noon Wednesdays.
 - Submission guidelines area posted online. [CLICK HERE TO READ ACCESS THEM.](#)
 - The Post is distributed via email on Monday mornings during the school year.
 - There will be no issues on the following 8 dates due to school holidays: 10/6/14; 11/3/14, 12/1/14, 12/22/14, 12/29/14, 1/5/15, 4/6/15, 4/13/15.
 - The last issue of the school year is on 5/25/14

SECRETARY – Barbara Coffield barbarajbenjamin@gmail.com

- PTSA Board Meeting Minutes
 - August 18, 2014: Motion to approve by Shannon Evans; seconded by Preston Terry.
 - September 11, 2014: First draft distributed to speakers on 9/14; feedback requested by 9/18.
- Board contact list: thanks for all the updates last week. Will get the (hopefully!) final version out by 9/19.

CORRESPONDING SECRETARY - Molly Wingfield mollywingfield1@gmail.com

- Correspondence: sent 17 notes.

TREASURER – Gloria Manimuthu gloria@cei-engineering.com

- Budget update through 9/14/2014 provided.
- We have funding requests that are separate from Partners in Excellence (below). This goes in the “School/Student Programs” budget line so that we can help with needs that do not fit Partners’ requests. We’d like to respond quickly so that we do not impose the red tape teachers have to get through from other funding sources. Beth and Mike are consolidating these requests and will get them to us for vote/approval.
- Will meet with Beth this week, and will transfer all folders.

BUDGET COMMITTEE - Beth Jolly 56jolly@gmail.com

Funding Requests: These are the ideas 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. We currently have \$13,000+ to disburse. We are updating the funding request form, so this is a preliminary list, which will likely change based upon who proceeds with submitting a completed funding request form. The form will address whether or not the equipment and/or funds can be found elsewhere

- \$1,000-\$4,000 to increase the amount and/or number of PTSA scholarships, including adding scholarships for ECE and/or AEMS students
 - The number of scholarships and amount of each scholarship will be worked on in a team led by the Scholarship chair.
- \$1,000-\$2,000 donation to Producers in support of all eight YPAS majors/departments. Producers is \$3000 below plan for membership dues.
- \$1,000-\$5,500 for HSU Capstone equipment and/ or training. We have received unclear communication from the district as to whether the teacher training will be covered. Our understanding is that video cameras are needed because filming presentations is part of the student requirement. This will be confirmed.
- Shipping costs to send and/or receive Manual VA alumni artwork to the Manual VA gallery for an alumni show
- Cassette tape players for foreign language AP exams
- TV monitors in all rooms so that Manual AM can be viewed by all students in their first block
- Digital marquee sign for the parking lot entrance to Manual, if this is still necessary given the success of OneCall and Manual Morning Announcements
- Funding for classrooms that get less monies for classroom supplies due to instructional fee waivers
- iPads and laptops for AEMS
- ECE PD support
- \$530.72 plus all *net* dues from Manual employees for Faculty Development Fund (see below)

Review of APPROVED request from Mr. Mayes for PTSA funding of Faculty Development Fund (in 8-18-2014 PTSA Minutes)

- APPROVED: PTSA to donate the entire portion of each Manual employee's 2014-15 PTSA dues that remains after all PTA dues (district, state, and national) are paid to fund Manual staff development/team building/cultural projects at Principal's discretion.
- APPROVED: Once the PTSA has achieved the full Budgeted income goal, PTSA will give 50% of additional memberships (less state, local and district PTA dues) toward staff development **up to a maximum of \$530.72** for the 2014-15 school year. These can be used at the Principal's discretion for staff development/team building/cultural projects for Manual
- Note: these are for 2014-15 and will need to be reviewed for consideration for future budgets.

PARLIAMENTARIAN – Tisha Payne tishapayne@yahoo.com

No report/ SBDM Election in spring

1st VP/PROGRAMS – Shannon Evans sme02@bellsouth.net

Open House was held on September 11, and went well. We are always seeking continuous improvement and are gathering suggestions for next year. Improvement ideas so far are:

- Address traffic issues to the extent we can (several messages from parents who were late due to traffic problems)
- Keep the parking lot gate from Cardinal Blvd. open past 2:20
- Mr. Kuhn did a great job of communicating when to change rooms, and reinforcing where we were in the schedule. However, some teachers started sharing information during travel times, so parents who weren't late missed information they had come for.
- Clubs & outreach programs in the back of the Auditorium are great, but create congestion and conversation competing with the speakers. We will consider other location options, including having families see the information and merchandise during the study skills block.
- Some teachers were not present at Open House, and for some, they had not seen communication in advance or a posting on the classroom door. I will explore how to best address this while not making parents uncomfortable raising the issue.
- On the schedule form, add the suggestion of carpooling, and list additional parking locations.

Separately, Mr. Doak has asked to use some of the PTSA posting space to share material for Red/White week.

- *PTSA Discussion: Unfortunately, this is at the same time the PTSA needs to use the space for Reflections storage and judging and for Red/White week collections and sorting. Shannon will let Mr. Doak know.*

Programs College 101 Night – Punita Halder thehaldersare@gmail.com and

Amy Lapinski adlapinski@gmail.com

No report/spring event

Project Graduation – Missy Wislocki missywislocki@gmail.com

Teresa Mader Teresa.Mader@pcusa.org

No report/spring event

Volunteer Coordinator - Jennifer Gregg jenn@jennifergregg.com

o Please use the Manual PTSA sign up Genius account for creating volunteer calls for events

Address: www.signupgenius.com; Login: Email address manualpts@gmail.com; Password: service

o Send the link to manualptsnews@gmail.com for inclusion in the Post.

Hospitality – Peggy Loy bloy679382@aol.com Paula Hutchins phutch80@hotmail.com

Barb Wainwright barb2k@twc.com

Thanks to all of the volunteers who helped with the Chili Supper for staff on Open House day, September 11. We'll provide another meal on October 7, P/T Conference Day, and we'd like to have a student organization help with clean-up. Peggy will ask Jennifer Gregg if she can connect with NHS, Beta, and Key Club sponsors to see if they will help.

Scholarships – Denise Mallett dmallett26@gmail.com

The Scholarship Committee has requested that Ways & Means include additional and/or larger scholarships on the funding request list. Two \$500 scholarships have been awarded each year for as long as we have records, and with PTSA's increase in membership and donations, it seems important to increase our direct help to students. Increasing the amount to \$750 or \$1,000 is one suggestion. Adding \$500-1,000 scholarship/s for ECE/AEMS students is another. We have gotten input from previous chair, previous judges, and ECE/AEMS staff coordinators.

- We will be meeting on 9/15/14 to discuss that input, review the original focus of the scholarships and previous changes as well as to update, document, and plan digitizing of the scholarship criteria, policies & procedures, application, and judging rubric.

Clothing Assistance Program (CAP) - Jill Jelsma jilljelsma@bellsouth.net and
Becky Mosley beckster2828@att.net

Had a great turnout for workday on August 27. We're checking to see if CAP has special requests for Red/White week.

- A Blood drive will not work for this fall; the mobiles are booked, but Becky is following up regarding other possibilities.
- Male initiated the "friendly rivalry collection drive for a good cause" conversation while we were researching the blood drive idea and CAP needs.
 - **Male PTSA and their HOBY service club would like Manual PTSA and Key Club to join them in collecting personal care items such as toothbrushes, toothpaste, shampoo, deodorant, lotion, etc. and donate them to the Family Scholar House, Center for Women & Families, the Healing Place, VOA or another worthy local non-profit that we would like to support.**
 - We like the personal care item idea, and will request that lists of specifically needed items and sizes be communicated.
 - We would like to elevate this to a Manual & Male-worthy campaign by selecting 1 or 2 centers that will receive the donations and help promote their mission during the campaign while also promoting awareness of domestic violence and what resources there are locally for families. Domestic violence is a national epidemic and supporting a healthy home life for all of our students and families is part of PTA's national mission. It seems like good timing to help shed light on domestic violence
- Still working on building awareness and usage of Manual Community Closet (MCC).

Beautification - Gretchen Davis gretchenwdavis@yahoo.com. No report

Red/White week – Leslye Arnett lalouky@gmail.com and Susie Gullett susie@viewlouisvillehomes.com

Susie confirmed the PTSA role in Red/White week: to provide chaperones and food. The PTSA does not provide decorations, volunteers, theme, etc. Leslye has received information on Red/White week, and all information passed down to Shannon has been shared with the Red/White team. Pinky will send photos from last year.

College & Career Center (CCC) – Pam Wolford wolf5345@bellsouth.net No report
Trish Kline tkline102@gmail.com

Awards – Tanya Marquardt marquardt5@twc.com

ACTION REQUESTED: Please keep documentation of your programs and projects. The email trails, newsletter articles, and policy/procedure docs are what we use to write the award submissions.

2nd VP/MEMBERSHIP – Trish Kline tkline102@gmail.com

Total goal 3000 (last year total members totaled 1945)

Adult member goal: 1500 - currently at 1136 (last year adult members totaled 416 - we have almost tripled participation)

Student member goal: 1500 - currently TBD (last year student members totaled 1529); school bookkeeper to provide number week of 9/15/14

PTSA Board goal - 100% participation: Currently at 100%

Teacher goal - 100% participation: Currently at 93% (99 of 107 teachers have signed up)

Faculty goal - 100% participation: Currently at 77% (132 of 172 faculty have signed up) - last year only 30 faculty total signed up; we have quadrupled participation.

▲ Magnet Liaisons

VA Liaison– Caryl Conklin carylconklin@hotmail.com

This Thursday evening, Visual Art (VA) teachers and I will host an informational meeting of the VA Parent Group (6:30pm, September 18 in room 354). This meeting is for parents with VA students in all grade levels. We'll discuss volunteer opportunities to help support activities within the VA department (e.g., Career Day and St. James Art Fair). I will also try to recruit a VA Liaison co-chair who is able to attend PTSA Board meetings in my place on Mondays, since work responsibilities will usually keep me from being there. Caryl is looking for a partner on the VA Liaison position given her changed work schedule.

MST Liaison– Ann Schwartz annmerm@gmail.com

MST is raising money for Science Fair. MST has to provide all funding for student, so participation is greatly appreciated. Have a magazine sale going on now, and there will be a fundraising dinner in the cafeteria with food from Q-doba on 10/6; all are welcome.

HSU Liaison – JoAnne Taheri euroimport@win.net

I have been attending HSU meetings with Ms. Stottman, Ms. Hunt, Mr. Mayes, and others. An AP Seminar/Research (together called Capstone) is being developed.

- I have requested that PTSA Ways & Means set aside \$1000 to \$2000 for either training or equipment for HSU this year (Included in the Budget Requests on page 6).
 - Video equipment is needed for presentations which are VERY important and have to be mailed off for AP to grade.
 - The equipment would be needed for weeks at a time as there are a lot of practice presentations prior to the final one sent to AP, so dedicated HSU Capstone video is needed.
- More information is needed regarding what type of video equipment is needed. I will try to obtain more info from the AP Board or possibly Oldham County where they are already implementing the AP Capstone.
- Have asked Mr. Mayes to see if he has any money set aside or can get some for the teacher training this next summer.

- Ms. Stottman has applied for a grant (ranges from \$2k to \$5k), but not sure if she'll get it for teacher training- competition is tough.

YPAS Liaison - Patty Lyvers – lyversfamily@att.net

For YPAS, I've requested funding from the PTSA to offset the Producers' budget shortage (listed in Budget Requests on page 6). So far, Producers has collected about \$8,000 from memberships and our total goal is about \$15,000. Minimum donation per membership is \$15, but parents/ students can donate more if they wish, and most do donate more. Producers membership covers the whole family, and if maintained for 4 years makes the student eligible for scholarship consideration to attend college if majoring in an art form. There are around 400 students at YPAS, 200 memberships to go! Any funding given to Producers will be used to financially support the needs of all YPAS majors.

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

The ice cream social on 9/7 was well attended. Mr. Miller is re-igniting energy for a 21st Century journalism program. An architect has drawn up an idea. J&C leaders are hoping to get a 3D structure to physically show the plan. They may consider a booster club to help with funding.

- *PTSA discussion: As a Board, we need to make clear that the J&C improvement is a capital program beyond the capabilities of Manual parent and the PTSA. This initiative is similar to what Mr. Mayes did for PRP. We can consider whether the PTSA Advocacy char can help Mr. Mayes with this.*

3rd VP / Ways & Means - Mike Morgan mike@vittitow.com

Spirit Wear – Monica Willis monicawillis@twc.com

- Go to <http://www.apcschoolandteamsports.com/mahisc.html> to order!

Fundraiser Database – [click here to add your group's fundraiser](#)

Funding Request List – Mike Morgan / Beth Jolly

Funding Request Form: update so that other funding avenues are listed and teachers know to go through those first (Donors Choose, Fundstarter, etc.)

ANNOUNCEMENTS

NEW BUSINESS

ADJOURNMENT 11:00

NEXT MEETINGS

Our next meeting dates are:

October 20, November 17 at 8:30am, on stage in Manual auditorium or in the PTSA room, which is under the stage.

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.