

Manual PTSA Meeting Minutes
April 19, 2017, 8:30am, PTSA Room!

ATTENDING: Vidya Ravichanderan, Ann Schwartz, Laura Bollinger, Vaughn Bell, Betsy Johnson, Beth Brown, Lisa Becker, Barb Wainwright, Trish Kline, Leslye Arnett, Delene Taylor, Barbara Coffield, Kitty Zink. Guests: Catherine Werner, Jerry Mayes

CALL MEETING TO ORDER: 8:30am

INSPIRATION: “Do small things with great love.” Mother Theresa

REPORTS FROM GUESTS

PRINCIPAL'S UPDATE – Jerry Mayes, Principal

In the middle of entering-Freshman registration; MST and YPAS last night. VA/J&C tomorrow, HSU tonight. District wide management audit. Parental involvement via survey (email). Hiring 3-4 teachers for science. Considering adding a possible engineering track. There is also an alt plan for Physics C desiring students with Mr. Applegate. Meeting with Robin (and Advocacy co-chairs) to talk about the superintendent position. There will be an interim superintendent for 6-9 months. Contact board members with what you would like to see in a superintendent. Think globally – district wide.

SBDM (Site Based Decision Making) -

4 candidates: Vaughn Bell and Betsy Johnson spoke. Read statement from Jennifer Tuvlin. Fourth candidate is Gina Wilkie. FB Q&A beginning 5/1. Voting online 5/2-5/4 via Survey Monkey. Announcement on Monday after Derby.

REPORTS FROM PTSA OFFICERS & COMMITTEE CHAIRS

PRESIDENT – Robin Weiss manualptsa@gmail.com

TREASURER – Beth Brown bethbrown68@gmail.com

- See report below
- Only major expenditure \$2,000 to Project Graduation

Nominating Committee - Vidya Ravichandran, Trish Kline, Laura Bollinger

- Introduced Catherine Werner, new Red/White week co-chair
- Still need 2nd VP - Membership, Project Graduation Co-Chairs, and Communications Co-Chair
- Slate to be ready by 5/1 for vote at May meeting.

Recording Secretary – Lynn Deveaux ldeveaux@aol.com

- Motion to approve March 2017 minutes made by Trish Kline, seconded by Laura Bollinger. Motion passed.

Corresponding Secretary - Barbara Benjamin-Coffield barbarajbenjamin@gmail.com

- Condolence notes and memorial donations to Coach Dean Walker; Carly Rodman and George & Linda Rodman; and Eva Kreitman and family.
- Thank you note and donation received for Founders' Day Luncheon from former teacher. (See attached)

Historian – Vaughn Bell Vaughnbell@att.net

- Currently collecting pictures from this year. Will be contacting J+C, athletics, and issue request on FB.

Parliamentarian/SBDM Elections – Vidya Ravichandran vidya@glowtouch.com

- See updated [SBDM page](#) for parent rep candidates and upcoming election information. Candidate information listed above in these minutes.

1st VP/PROGRAMS – Lisa Becker maverick.becker@yahoo.com

Awards – Tanya Marquardt tanyamarquardt@icloud.com

- PTSA will be receiving at least one award at upcoming District PTSA banquet.

College & Career Center (CCC) – Trish Kline tkline102@gmail.com,

Kelly Seiler kelly.seiler@twc.com, **Jane Crowley** je_crowley@bellsouth.net

- AP exam volunteer sign up genius - please help by signing up to proctor 1 exam
- <http://www.signupgenius.com/go/8050a44aeaa28a02-aptesting1>

Hospitality – Barb Wainwright barb2k@twc.com, **Kim Williams** williamsx4@twc.com

- Teacher Appreciation luncheon is scheduled for 5/9. Food & Nutrition students will be preparing the meal.
- Wall is done to complete the new PTSA room! Waiting for invoice for \$740 due to school for materials and work. Ms. Lete discussed building shelving along new wall for storage.

Project Graduation - Jill Lauroesch jlauroesch@yahoo.com, **Stephanie Bedell**

sbedell@outlook.com, **Karen Kiesel** kkiesel@twc.com

- Updated info here: <http://dupontmanual.com/manualptsa/volunteer/project-graduation/>
- Announcements are going out regularly with date and time (Wednesday, May 24th 11 p.m. to Thursday, May 25th 5 a.m. at Puzzles Fun Dome).
- Registration forms have been mailed and we hope to begin getting them back soon. There are 3 drawings set (4/28, 5/4, 5/12) to encourage earlier registration.
- We are a little behind where we were last year with parent donations, so announcements are going out making this plea.
- We have a Twitter account this year, which we will announce soon and ask senior and parents to follow for announcements.
- Request for volunteers. The sign up genius will go out within a week or so.

Scholarships – Lisa Becker maverick.becker@yahoo.com

- Ten seniors applied. Four scholarship recipients have been identified. Ms. Medley has been notified so that they may be included in Senior Awards night on 5/4. Robin will attend to make presentation on behalf of PTSA. Names will be made public at that time.
- Thank you to the three PTSA Board members who assisted with the review process.
- Lisa will coordinate with Beth to make payments.

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

- 2 new members added bringing the total to 2,076
- Member payments made via PayPal, along with donation.

Membership - Kitty Zink kz@iglou.com, Amy Squires jasquires@twc.com

Magnet Liaisons

VA Liaison - Brenda Mills BAMILLS0409@gmail.com

MST Liaison - Ann Schwartz annmerm@gmail.com

- Mr. Skip Zwanzig will be retiring this spring, Retirement Celebration on Tuesday, May 23 from 6:00-7:30pm in the auditorium. Donations are being collected to bring back Mr. Zwanzig next year as the MST Coordinator. Goal is to raise \$30,000 to fund for 2 years, by 8/1. Click [here](#) for more information and to donate or visit- <http://dupontmanualmst.com/zwanzig-event/>
- The Catalysts Board is looking for volunteers for the next school year. Please contact [Ann](#) or [Vidya](#) if interested.
- The Catalysts held an Open House for the incoming MST students last night.
- Recent competition highlights:
 - Kentucky Junior Academy of Science (KJAS) science fair competition at KY State University. Manual swept the finals with the students taking 1st, 2st, and 3rd places in both physical and life sciences. The Best of Fair winners were Agharnan Gandhi, Allison Tu, Anjali Chadha, Betty Ngo, Greg Schwartz, and Nina Render. They will be traveling to Austin, Texas in February 2018 to present at the National Association of Academies of Science (AJAS).
 - 49 Manual students competed at the Kentucky State Science and Engineering Fair at EKU. Many of our students [placed in their category and won special awards](#). Manual students Madison Sneve, Anjali Chadha, and Emily Liu won Best of Fair and will be traveling to the INTEL International Science and Engineering Fair (ISEF) in LA, California for a week in May. They will be traveling with the rest of Team Kentucky which includes 5 other Manual Students (placement results from dMRSEF).
 - This weekend the SciOly teams will compete for a spot at Nationals at WKU. They are sending two teams (red and white). At Regionals Manual placed 1st, 2nd, 4th, and 5th and placed 1st in 16 of 23 events.
 - Winner's Circle RoboJockeys finished out their competitive season with leading an alliance at the Smokey Mountain Regionals in Knoxville, TN. They beat the first place alliance in the semifinals and were eliminated after going 1-2 in the quarterfinals.

HSU Liaison - **Melissa Mammorella** melissa77mamm@gmail.com

YPAS Liaison - **Lisa Hamilton** lhomanzi@aol.com

J+C Liaison - **Peggy Loy** bloy679382@aol.com

- In early March, Western Kentucky University held their "Mark of Excellence" awards ceremony and recognized Manual students in the following categories:
 - Best news writers: **Zakeya Baker** and **Wesley Lynch**, *On the Record*
 - Best feature writers: **Alice Deters**, **Audrey Champelli**, and **Nicole White**, *On the Record*
 - Best editorial writer: **Will Lake**, *On the Record*
 - Best newspaper designer: **Ella Mays**, *On the Record*
 - Best newspaper advertising: **Sam Weible**, *On the Record*
 - Best high school news website: **Manual RedEye**
 - Most valuable yearbook staffer: **Seyda Muratova**, *The Crimson*
- On March 14th, J+C teachers and students traveled to the Columbia Scholastic Press Association Conference in New York City.
 - The new publication, *On the Record*, was selected for the Gold Crown award from the Columbia Scholastic Press Association and the Pacemaker award from the National Press Association. These are the highest high school awards at the scholastic level and the first time J+C has won such awards.
 - One Blue Wall and Manual Redeye both won Silver Crowns from the Columbia Scholastic Press Association.
- Publishers will award scholarships to two graduating seniors at our next general meeting in May. We will hold an election for new officers as we have officers who will be rolling off as they have graduating seniors. Still in search of a Treasurer and a Chairperson of fundraising.

3rd VP / WAYS & MEANS - **Tammy Ackerson** tammyackerson@gmail.com

- Best Buddies had an incredibly successful walk and they will no longer need the \$100 that we previously approved.
- Crimson Mission fully funded the 3D printer request, so approved funds for the 3D printer will not be needed.
- Reviewed previous funding request from Ms. Alford (VA magnet) for white mat board. Amount requested is \$913.50 - 6 boxes/25 sheets per box. "With 6 boxes of white mat board funded through the PTSA, each senior show would be allowed a number of mat board sheets to be used, cutting student out of pocket cost of participating dramatically". This is for use next school year. Motion made by Barbara Benjamin Coffield and second by Lisa Becker to fully fund request of \$913.50. Motion passed.
- Request from Ms. Denee Walsh for new carpet for teacher's lounge (current is dry-rotted), as well as a new Keurig and toaster oven for the lounge. After discussion of best way to fund, motion made by Lynn Deveaux and seconded by Delene Taylor to authorize up to \$500 for Keurig, toaster oven and carpet (after further information on process to replace). Motion passed.
- An MST senior has designed a Manual app for Android, based on app currently used at Male. It is ready for launch, but teacher has recommended waiting until iOS version is available. Student is requesting \$2,500 for purchase of MacBook Pro. Has also talked with Administration about

funding for project. Mr. Dalmann has also informally requested funding for a MacBook. Board determined project needs to be completed and in a different way with ongoing support from Manual, and will follow up with Mr. Dalmann.

4th VP/COMMUNICATIONS - Delene Taylor dtaylor@dmlo.com

- No updates

ANNOUNCEMENTS:

- PTSA convention is scheduled for 7/14-7/15 at Bowen Elementary School
- Amazon Wish List link is out for snacks for students during EOC testing
- Request for Thank You to be sent to the Bakers for \$10,000 gift to the library

NEW BUSINESS:

ADJOURNMENT: 10:23am

ATTACHMENTS:

- Bio of SBDM candidate, Jennifer Tuvlin
- Thank you note received for Founders' Day Luncheon
- Budget Report

NEXT MEETINGS

- **Next meeting is Wednesday, May 17, 2017 at 8:30am, and will open with a General Meeting for the election of next year's Board.**
- PTSA Meetings are open to all and are generally held on the 3rd Wednesday of the month at 8:30am in the PTSA room at Manual. We hold a lunchtime meeting in December at a local restaurant, and evening meetings at Open House and on College 101 Night
- Rather than an end time, we get through the agenda as quickly as possible, with a "soft closing" at 9:30am announced by the Parliamentarian for those who need to depart. Everyone is welcome to arrive when you can, leave when you need to, and stay afterwards for any discussion / assistance.
- 2016-17 PTSA meeting dates and minutes can be found here:
<http://dupontmanual.com/manualptsa/news-minutes/minutes>

As of 4/17/17

**du Pont Manual PTSA
Proposed Budget for Fiscal Year 2016/2017**

	2016/2017 Budget	2016/2017 Actual
INCOME		
Membership	18,500	20,750
Rebates	745	820
Donations/Sponsorships	2,500	3,021
Event Sales	-	700
Designated Funds Carryover*	5,703	5,703
TOTAL INCOME	\$ 27,447.55	\$ 30,992.72
EXPENSES		
Campus Beautification	250	-
College 101	250	-
No Barriers	600	-
College & Career Center	100	15
Hospitality	1,700	952
Welcome Back (Aug)	50	46
Open House (Sept)	50	54
Conference Days (Oct/Feb)	225	136
Bus Drivers/Cafeteria (Dec)	200	200
Staff Appreciation (Dec/May)	500	38
Founders Day Luncheon (Feb)	600	478
PTSA Meetings	75	-
Red and White Week	200	-
Project Graduation	2,000	2,000
Scholarships	3,000	3,000
Administrative (postage, Quick Books, paper...)	400	355
Honors/Awards Founders Day	500	415
PTSA Membership Expenses	7,929	8,113
PTSA Conference Banquets/Materials	300	-
PTSA State/National Dues	6,475	7,259
PTSA District Dues	517	517
PTSA Insurance	337	337
Membership Drive Expenses	300	-
Memorials	100	125
Wellness & Compassion Fund	750	-
Reflections	250	170
Purchases for School/Student Programs	1,966	1,279
Purchases for School/Designated*	5,703	5,460
Staff Membership Fund	1,500	1,119
Bank/Paypal Service Charges	250	197
TOTAL EXPENSES	\$27,447.55	\$23,198.49

*Designated funds are \$4725 elearning, \$735 for prior year approved funding request, \$242.55 donation for homeless student needs

Vidya, thank you for reading this on my behalf. My name is Jennifer Tuvlin and next year, morning meetings will not be a problem for me as all 3 of my children will finally be on the same schedule!

I am an attorney who practiced in the DeKalb County District Attorney's office as well as in insurance law. Currently, I head the Legacy Gift department for the Jewish Community of Louisville. You will see from my resume that I have held a variety of PTSA positions at every school my children have attended including SBDM at Dunn Elementary. I am thrilled to have 2 children attending Manual next year and can consolidate my PTSA involvement.

As for what I would bring to SBDM, my guiding principal is to be nice to everyone. I truly believe you get more out of life and people from being kind. I make it a point to positively call or email teachers, staff, administrators and volunteers to thank them for their work and complement them on assignments, activities or anything that I believe they have done well. This gives me a respectful platform for when I do speak out on issues; I am not viewed as a complainer but rather an effective advocate who chooses her battles wisely. I believe that one should not just point out problems but provide a real solution. I am vocal and not easily intimidated. I understand that as Manual's Parent SBDM representative my voice is that of many. I will promote all policies that continue Manual's academic trajectory and maintain this magnate school. Thank you for considering me.

Dear PTSA Board members,

I want to tell you how delightful the Founders Day Luncheon was for me and how much I appreciate this yearly invitation to a lovely event. During my 24-year career at Manual, I was always moved by the dedication of Manual PTSA to provide support to the Manual community, especially

while I especially enjoyed the PTSA chili dinners during open house evenings, the Founders Day Luncheon is particularly dear to me. I appreciate being invited to enter that lovely building and being reunited with students, parents, other teachers, administrators, support staff — all "old," dear friends. The meal was delicious; the students' choir was moving; and the presentations were so thoughtful. The PTSA makes this event gracious and welcoming.

Please know how very much I enjoyed teaching your sons and daughters... I miss them! And thank you for allowing the luncheon to reunite me with my Manual family.

Sincerely,

Sue Collesano

P.S. One of my favorite gifts from the PTSA was a first-aid kit I kept in my desk for years and often used!