

**Manual PTSA Meeting Minutes
October 18, 2017, Senior Cafeteria**

ATTENDING: Lara Talbott, Serena Hirn, Trish Kline, Lisa Becker, Debbie Rowe, Ann Schwartz, Gila Jones, Robin Weiss, Lynn Deveaux, Kim Williams, Beth Brown, Catherine Arnold, Barbara Coffield, Jenny Mercer, Catherine Werner, Barb Wainwright, Laura Bollinger

CALL MEETING TO ORDER: at 8:36am

INSPIRATION -

- **Be a rainbow in someone else's cloud ---Maya Angelou**

REPORTS FROM GUESTS - Ms. Lete

- 8th Grade Open House plans are underway for 11/2. Magnets will be set up in 5 different areas, with admin staff at each. Students will be more involved in presenting and hosting.
- Students have been very involved in dressing up for the days of Red/White Week.

PRINCIPAL'S UPDATE –

- None

SBDM (Site Based Decision Making) -

Kent Hall Kenttimothyhall@gmail.com, **Jennifer Tuvlin** jbtuvlin@twc.com

- SBDM will make a concerted effort to not approve duplicate clubs. Trying to differentiate between an activity and a club.
- Manual did excellent on last year's standardized tests. Huge jump with gap kids. New system in place in 2018-2019.
- School committees are in place. Teacher chairs will set time/date. Parents are needed on School Climate, Magnet (student as well), possibly others.

CRIMSON MISSION - Tammy Ackerson tammyackerson@gmail.com

- No report

REPORTS FROM PTSA OFFICERS & COMMITTEE CHAIRS

PRESIDENT – Robin Weiss manualptsa@gmail.com

- Thank you for all of your hard work on Meet the Teachers Night, Red/White Week, Reflections, and so many other projects!
- Upcoming school events will be posted in the social media streams, via email, and other locations. Stay tuned.

TREASURER – Beth Brown bethbrown68@gmail.com

- See budget report below

3rd VP / WAYS & MEANS - Ann Schwartz annmerm@gmail.com

- Beverly Meng, on behalf of admin, has requested \$616.88 for a tablecloth with logo for use at school events, both at the school and in the community. **Motion to approve funding was made by Gila Jones; second by Catherine Arnold. Motion passed.**

Nominating Committee - Kate Chandler katecchandler@gmail.com

- No report

Recording Secretary – Lynn Deveaux ldeveaux@aol.com

- Trish Kline moved and Jenny Mercer seconded a motion to approve minutes from the September PTSA meeting. Motion passed.

Corresponding Secretary - Catherine Arnold cgarnold@me.com

- Correspondence Sent: Condolence card to Mr. Dean Walker (duPont Manual Girls Lacrosse Coach), “Thinking of you” card sent to Delene Taylor (duPont Manual PTSA).
- 2018 Founders’ Day will be February 21, 2018 (school cancellation date February 28, 2018). Begin thinking of potential nominees.

Historian – Jenny Mercer jmercer@humana.com

- Please share your photos! You can upload here: <https://goo.gl/photos/6B6mVgCvRjQZpzyK8>
- Photos will be used to update display board, slide shows, Showcase of Schools, etc.

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

- No updates until mid-Spring

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

- Many thanks to the Red/White Week Chairs, Reflections Chairs, and Hospitality (always) who have worked really hard this month. Red/White Week decorations are fantastic! Thanks to Ms. Spiegelhalter and Mr. Morris for serving as faculty advisors, and to the students who worked so hard to make it a great week.

Advocacy – Judith Bradley blueskymom2@gmail.com, **Pinky Jackson** pkjackson9@gmail.com

- The KY Board of Education met on October 4th. They approved regulations for charter schools. Here’s a press release with a link:
<https://education.ky.gov/comm/news/Documents/R17-136%20KBE%20approves%20charter%20regs.pdf>
- The regulations will now move through the regulatory process with a public hearing scheduled for November 21st. Public comments will be taken from 11/1-30. The 1st charter school could open in KY as soon as fall of 2018.
- A request to KDE to provide an update regarding the JCPS audit was unanswered.

Alumni Service Corps – Jennifer Hummel jchummel71@gmail.com

- There is an Open House at Manual for alumni this Friday from 4:30-6 pm before the Manual vs. Male game sponsored by Crimson Mission. School Ambassadors will be giving tours. They are also giving tours for student shadow days and Open House.

Awards – Meredith Lambe mapplegault@att.net

- No report

Beautification - Lara Talbott ltalbott@bellsouth.net

- No report

Clothing Assistance Program (CAP) / Manual Community Closet (MCC) - Becky Mosley

beckster2828@att.net, **Betsy Johnson** betsy_h_johnson@yahoo.com, **Sandy Metel**

sandrametel@yahoo.com

- BEAT THE SOCKS OFF MALE! Collection Challenge w/Male: **NEW SOCKS** for CAP. Please send in donations by **this Friday** in boxes at all school entrances. Winner will be announced during the game on Friday.
- Good Clothes Good People organization painted 3 bins and are now being used for CAP clothes collections.
- Finalized plans w/ Ms. Lete to turn MCC over to Administration for much needed storage. All clothes will be taken to CAP. All school & office supplies will be given to MAC, CCC, counseling office, etc. Two CAP bins have been placed in corner of PTSA room to use as needed.
- Manual CAP workdays: Nov. 21 and March 28.

College & Career Center (CCC) – Trish Kline tkline102@gmail.com, **Kelly Seiler** kelly.seiler@twc.com,

Jane Crowley je_crowley@bellsouth.net

- AP test registration fees are being collected this week as part of a new payment program being piloted in JCPS. Students can drop off their check before or after school in the CCC room or outside the cafeterias during lunch. Thank you to all who signed up to help collect AP fees. Payment receipts will be cross referenced with form listing classes students are taking. Master list will be maintained in the Counseling Office. AP Test pass rate may decline as students who may have opted out of taking tests in the past will take them this year, due to earlier payments.

Hospitality – Barb Wainwright barb2k@twc.com, **Gila Jones** gmj4jesus@gmail.com, **Jennifer Tuvlin**

jbtuvlin@twc.com, **Kim Williams** williamsx4@twc.com

- Working with admin on staff soup lunch, scheduled for November 13th.

Idea Fest Liaison - Vidya Ravichandran vidya@glowtouch.com

- No report

College 101 Program - Amy Lapinski adlapinski@gmail.com, **Punita Halder** theholdersare@gmail.com,

Debbie Rowe theredsoxwin@yahoo.com

- Initial planning meeting has been held. Details to follow in coming months.

Project Graduation - Jill Lauroesch jlauroesch@yahoo.com, **Karen Kiesel** kkiesel@twc.com, **Sara Holland**

sfgholland@yahoo.com, **Kelli Rodman** kr0d0003@hotmail.com

- No report

Red/White Week – Missy Smith missyky@twc.com, **Shelley Thomas** shelley.thomas@louisville.edu,

Catherine Werner catherine.werner@geappliances.com

- Keep volunteering and donating socks!

Reflections – Lara Talbott ltalbott@bellsouth.net, **Shannon Evans** sme02@bellsouth.net

- Reflections judging and reception was very successful on October 12th. Oct. 20th deadline to submit winner entries for district Reflections. We plan on getting the entries to district on the 18th or 19th.
- Awards and winners to be announced next Monday, October 23rd.
- We have separated projects from winners who are moving on and those who are not in the PTSA room. We ask that they not be moved or gone through because they are in a very specific order.

- We will provide exact numbers of entries to the board with winners and a spread for the POST next week.

Scholarships – Lisa Becker maverick.becker@yahoo.com

- Deadline for PTSA Scholarship - March 16, 2018.
- Still working to distribute two 2017 scholarships.
- Will modify instruction on form re: handling change in school. This will have school and district forms in sync.

Volunteer Coordinator - Laura Bollinger lbollinger@x-gen.us

- No Report

Wellness & Compassion - Andre Wilson trinitysgrace@hotmail.com, Jiapeng Huang jiapenghuang@yahoo.com

- No Report

2nd VP/MEMBERSHIP – Serena Hirn serenahirn@gmail.com

Membership - Trish Kline tkline102@gmail.com, Melissa Carpenter melissa4carpenter@gmail.com

- The October membership report has been sent to KY PTA.
- Current number of members = 2,276
- Freshman class won the photo booth event Monday after school during Ramstock. Booth was then also open to PTSA members at the event.
- Faculty Dev't fund donation will be \$1,500. All teachers have either signed up or been sponsored using membership funds from Open House. Trish presented Ms. Lete with a check for the Faculty Development Fund.

Magnet Liaisons

VA Liaison - Brenda Mills bamills0409@gmail.com

- No Report

MST Liaison - Debbie Rowe theredsoxwin@yahoo.com

- The Science Fair Fundraiser will be held on November 9th beginning at 6 PM at the Mellwood Art Center. The event is open to all Manual families. A panel of distinguished guests from the Louisville area who conduct interviews for highly selective colleges such as Harvard, MIT and U Penn will answer questions about the interview process. Tickets are \$35; \$15 for students.
- Mr. Zwanzig is offering Science Fair consultations from October through April, meeting on Monday, Wednesday and Friday from 8:00 AM - 4:00 PM. Students can sign up at signupgenius.com by entering MSTScienceFairCoordinator@gmail.com into the search box.
- Hidden No More is an organization encouraging women in STEM fields.

HSU Liaison - Elizabeth Milliken e.milliken@twc.com

- No Report

YPAS Liaison - Melissa Chastain mchastain@spalding.edu

- No Report

J+C Liaison - Vaughn Bell vaughnpbell@att.net

- Students and faculty are attending annual conference in Dallas in November.
- Publishers group is having challenge in getting freshman parent emails and concern that information is not getting to all parents. They will get information in the daily announcements put out by Michele Bynum as another communication tool.

ECE/AEMS/LEARNING LAB Liaison - Judith Bradley blueskymom2@gmail.com, **Lynn Deveaux** ldeveaux@aol.com, **Andre Wilson** trinitysgrace@hotmail.com

- No Report

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

- Report by Robin Weiss:
 - Barbara Coffield is providing content and other support for the POST.
 - We need someone to shadow Delene this year and be ready to take over next year.

Content Contributor - Barbara Coffield barbarajbenjamin@gmail.com

- Provided several POST articles

ANNOUNCEMENTS:

- The Manual BSU is hosting the Ann Braden memorial lecture on November 8th at 5:30. Speaker will be Dr. Rhonda Williams.

The meeting was adjourned at 9:20 am.

NEXT MEETINGS

- PTSA Meetings are open to all and are generally held on the 3rd Wednesday of the month at 8:30am in the senior cafeteria or PTSA room. 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.
- PTSA meeting dates and minutes can be found here:
<http://dupontmanual.com/manualptsa/news-minutes/minutes>

du Pont Manual PTSA
Budget for Fiscal Year 2017/2018

	2017/2018 Budget	2017/2018 Actual
INCOME		
Membership	20,750	22,500
Rebates	800	800
Donations/Sponsorships	2,500	1,990
Event Sales	-	120
Designated Funds Carryover*	3,459	1,167
TOTAL INCOME	\$ 27,508.55	\$ 26,576.67
EXPENSES		
Campus Beautification	250	
College 101	250	
No Barriers	600	
College & Career Center	100	73
Hospitality	1,700	50
Welcome Back (Aug)	50	
Open House (Sept)	50	50
Conference Days (Oct/Feb)	300	
Bus Drivers/Cafeteria (Dec)	200	
Staff Appreciation (Dec/May)	500	
Founders Day Luncheon (Feb)	600	
PTSA Meetings	-	
Red and White Week	200	
Project Graduation	2,000	
Scholarships	3,000	1,800
Honors/Awards Founders Day	500	
PTSA Membership Expenses	8,680	8,774
PTSA Conference Banquets/Materials	300	
PTSA State/National Dues	7,263	7,875
PTSA District Dues	415	415
PTSA Insurance	337	337
Membership Drive Expenses	365	147
Memorials	100	
Wellness & Compassion Fund	600	
Reflections	250	
Administrative (postage, Quick Books, paper...)	120	26
Communications	598	398
Purchases for School/Student Programs	3,052	
Purchases for School/Designated*	3,459	1,167
Staff Membership Fund	1,500	1,500
Service Charges	550	559
TOTAL EXPENSES	\$27,508.55	\$14,346.44

Budget as of 10/17/17