

Manual PTSA Meeting Minutes
November 16, 2016, 8:30am, Freshman cafeteria

ATTENDING: Elizabeth Straub, Ann Schwartz, Laura Bollinger, Lisa Becker, Delene Taylor, Kitty Zink, Judith Bradley, Trish Kline, Leslye Arnett, Misty Smith, Barbara Coffield, Tammy Ackerson, Beth Brown, Robin Weiss, Vaughn Bell, Barbara Wainwright, Peggy Loy, and Jerry Mayes.

CALL MEETING TO ORDER: 8:31 a.m.

INSPIRATION: Lisa Becker provided the inspiration from John Quincy Adams: *“If your actions inspire others to dream more, do more, and become more, you are a leader.”*

REPORTS FROM GUESTS

PRINCIPAL'S UPDATE –Jerry Mayes: 1) Application Season is approaching. We have the largest number of shadows (12 students/day). Had a tremendous Open House with a great turn out of quality students attending. Currently looking at having day tours. 2) Showcase attendance was low. May do our own “Manual” showcase. 3) Parents are encouraged to pick up their children earlier from school due to daylight savings time. 4) Attended Journalism conference in Indianapolis. Manual won the First Pacesetter award, the National Award of Excellence. 5) Won the State XC meet with 2 individual winners. 6) Manual has 3 new hires @ YPAS: a) admissions clerk, b) full-time security officer, c) community liaison. 7) Crimson Mission – launching major capital campaign. Mr. Kuhn is putting together a Board. 8) YPAS is performing Hamlet with Western Middle School

SBDM (Site Based Decision Making) -

Shannon Evans sme02@bellsouth.net See my meeting notes below.

- The monthly SBDM board meeting was held on November 2, 2016 at 3:00pm in Mr. Mayes office.
- Mrs. Virginia Diaz proposed sponsoring a new club, Greater Louisville Outstanding Women (GLOW). This club will promote financial literacy for girls. Every month they will have a new speaker. Meetings will be held in Mrs. Diaz' room, on Tuesday, once a month, from 2:30-3:30. Details will be announced ASAP. Although this club is meant to reach out to girls who are less likely to be taught financial literacy, the club will accept all genders. The club was unanimously approved.
- Mrs. Diaz also presented another club for sponsoring, a dental action for children club. Although the concept is a noble one, the board determined that this is not a club but a volunteer opportunity. The student who presented the idea was asked

to communicate with NHS, BETA, Key Clubs, etc., to offer the idea to them. This club was not approved.

- The Manual Electronic Device policy was briefly and informally discussed. Mr. Mayes and board members gave a few ideas for possible changes. These changes will be discussed further and future meetings but the policy will not be changed during the 2016-17 school year.
- An Anti- Bullying policy was also discussed and notes were given to Mr. Mayes and Mrs. Speigelhalter regarding implementing this policy. It will be sent to our teachers for review and for their feedback and then we will have another read of the policy and, discuss approval at that time.

Kent Hall Kenttimothyhall@gmail.com

CRIMSON MISSION - Sondra Wojciak crimsonmissioninc@gmail.com

- The 2nd annual *Growing the Mission* Gala is set for Saturday, March 4, 2017 at the Henry Clay. Seeking sponsors, auction donations, volunteers, etc. Visit crimsonmission.org or the CM [Facebook](#) and [Twitter](#) feeds.

REPORTS FROM PTSA OFFICERS & COMMITTEE CHAIRS

PRESIDENT – Robin Weiss manualptsa@gmail.com

- Manual was recognized at the October 25th Board of Education for their membership campaigns in the 2015-16 school year, Stronger Together. Pinky Jackson was also recognized for her PTSA lifetime award. These are in the office for viewing.

TREASURER – Beth Brown bethhbrown68@gmail.com

- See Budget Report attached
- The 990N was submitted to the IRS and accepted for the 2015-2016 school year, and copies were mailed to 15th District PTA and KY PTA. The IRS still does not list us as eligible to receive tax-deductible contributions.
- The only remaining designated funds we have to spend are \$242.55 given last year for needs of homeless students.
- At our last board meeting, Mr Mayes and Ms Lete discussed two different programs that PTSA could apply elearning funds toward; Grade Cam and ACT Masterprep. We agreed by vote 10/19/16 to approve either or part of both up to our elearning budget depending on the school's preference and needs. I met with Mr. Mayes afterwards and he expressed very clearly that he is using school funds to fund both. They are both very important to him. His wish and Ms. Lete's was that we go ahead and fund as much as we could of the ACT program now, and not split the funds. To that end, I wrote a check for \$4515.03 (our remaining

elearning funds) to Manual. For those not in attendance, we are helping to purchase an improved ACT training module with directed learning that helps kids focus on areas of need with real time feedback, and allows kids to choose among three different learning styles.

RECORDING SECRETARY – Elizabeth Straub ebalou@aol.com

- Formal approval of October 19, 2016 Board meeting Minutes: Laura Bollinger made a motion to approve the minutes. Robin Weiss seconded. Minutes approved.

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

- Applications for the Kentucky PTA Life Recognition will be distributed. We need help to plan.

Historian – Vaughn Bell Vaughnpbell@att.net

- In process of collecting pictures

PARLIAMENTARIAN/SBDM ELECTIONS – Vidya Ravichandran

vidya@glowtouch.com

No report

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

Advocacy – Judith Bradley blueskymom2@gmail.com

- Manual is invited to send a rep/s to the 15th District PTA local advocacy team for its task group work. Advocacy Training, Coalition Building, and Resource Connecting are the areas of service. Contact Pinky at pkjackson9@gmail.com for more information.
- Judith will be attending the upcoming KY House Education subcommittee work session working on drafting Charter School legislation on Monday, 11/28.
- Working with the Prichard Committee to research impact of charter schools on a number of diverse populations, including gifted students.
- The Prichard Committee Student Voice Team has been accepted to present at JCPS Ideafest. The team is seeking to include a diverse group of students to participate on a student panel. Please let me know if you know of an interested student. See also Vidya's Ideafest listing below.
- Judith & Jack Bradley will be presenting to the KY Association for Gifted Education's annual conference in February. Working to help all educators better understand the needs of "twice exceptional" students. Manual's block scheduling and course options will be highlighted as best practices.
- College 101 Meeting with new ECE Director is coming up

Alumni Service Corps – Tony Sweazy tsweazy@gmail.com

No report

Awards – Tanya Marquardt tanyamarquardt@icloud.com

No report

Beautification - Gretchen Davis gretchenwdavis@yahoo.com Lara Talbott

ltalbott@bellsouth.net

No report

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

Jelsma jilljelsma@bellsouth.net, Becky Mosley beckster2828@att.net, Betsy

Johnson betsy_h_johnson@yahoo.com

- The Collection Challenge with Male HS during Red/White week, was very successful. The two schools collected over 360 pounds of soda can pull tabs to support Kentuckiana Ronald McDonald House. Manual will be delivering their portion to RMH soon.
- **NEEDED:**
Girls/junior underwear, sizes 5-9;
Sweatpants, small, medium & large(no XL)
Longer style t-shirts in sizes medium & large(no XL).
Please drop off at **front office.**
- Manual's next date to work at CAP will be January 11, 2017.

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

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

No report

Hospitality – Barb Wainwright barb2k@twc.com, Lisa Hamilton lhomanzi@aol.com,

Kim Williams williamsx4@twc.com

- *Tentative* event schedule:
11/17 Thanksgiving lunch in cafeteria (help staff serve students)
Bus driver treats/gift bags - around Christmas holiday
Spring Conference dinner for teachers - February 27
Founders' Day Luncheon - Feb 22
- It was approved for the PTSA to use the senior cafeteria serving area. Working with Ms. Meng on next steps.

Idea Fest Liaison - Vidya Ravichandran vidya@glowtouch.com

- The Prichard Committee Student Voice Team has been accepted to present at JCPS Ideafest. Jack is working with them to coordinate and would like support from the Manual J&C magnet. Contact Jack at jackhbenimble@gmail.com. Please copy Judith on emails to Jack: jude@jackbenimble.org.
- New date is Friday Feb 24 and is only for JCPS students. List of speakers almost complete. We have 13 submissions.

Programs - Amy Lapinski adlapinski@gmail.com, Punita Halder thehaldersare@gmail.com

No report

Project Graduation - Jill Lauroesch jlauroesch@yahoo.com, Stephanie Bedell sbedell@outlook.com, Karen Kiesel kkiesel@twc.com

No report

Red/White Week – Leslye Arnett llalouky@gmail.com, Missy Smith missyky@twc.com, Rosalie Rosenthal rosalierosenthal@gmail.com

No report

Reflections – Penny DeVenuto pndevenuto@gmail.com, Carolyn Judy dcajudy@yahoo.com

- Judging is complete and the school level winners have been notified. School-wide communications have gone out and the RedEye is also doing a story. The top entries were delivered to districts and district judging took place on November 7-8th. District winners are notified by mail and our PTA will receive an email with the Manual HS winners. The district level winners will learn their award level at the district ceremony on December 14th at the Durrett Auditorium at Male High School.

Scholarships – Lisa Becker maverick.becker@yahoo.com.

- PTSA is now accepting applications from seniors. Deadline is March 17, 2017.

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

No report

Wellness & Compassion - Andre Wilson trinitysgrace@hotmail.com, Paula Hutchins phutch80@hotmail.com

No report

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

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

- Added 8 members this past month to bring the total to 2,072 PTSA members

Magnet Liaisons

VA Liaison - Brenda Berry berryhousehold@cardsavvy.net

No report

MST Liaison - Ann Schwartz annmerm@gmail.com

- Catalysts board members attended the 8th grade Open House on Nov 3rd to help answer questions of potential MST families and distribute information including past newsletters and course load.
- Thank you to all of the Manual families that attending the MST magnet dinner at CPK on November 7th.
- Early Review application process is currently underway for students from MST middle schools (Meyzeek, Farnsley, and Newburg). The deadline to apply is Friday 11/18. Regular application deadline is Jan 6, 2017.

HSU Liaison - Melissa Mammorella melissa77mamm@gmail.com

No report

YPAS Liaison - Lisa Hamilton lhomanzi@aol.com

No report

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

- J&C students traveled to Indianapolis for the National Scholastic Press Association Fall Conference November 10-13, 2016. Please read about the conference below. The students returned over the weekend, so I do not have any details to share yet. I hope to have more information by Wednesday.
 - National High School Journalism Convention is a semi-annual gathering of high school journalists and advisers sponsored by National Scholastic Press Association and its partner, the Journalism Education Association. The associations partner to prepare nearly 400 practical and professional learning sessions, from high-profile keynotes to specific, problem-solving breakouts, hands-on workshops and discussion groups. Other convention activities include an exhibit hall with vendors who sell to student media, JEA's on-site Write-off contests, NSPA's Best of Show contest, receptions, awards convocations, critiques, career roundtables and evening entertainment.
 - Breakout sessions for students from all media types – newspaper, online, broadcast, yearbook and magazine – are planned to meet the publishing and broadcasting needs of all scholastic student media. Some are specifically for advisers, administrators or middle school students. Whether it's ethics and law, technology and design, advertising and business operations, photography and art or just the basics of news writing and reporting, this convention covers the bases.

-With typical attendance of more than 4,000 delegates, the JEA/NSPA convention has become the place to seek solutions to the most challenging publishing and broadcasting problems, share and celebrate success stories, see what's new in the media marketplace, discover trends and network with students and advisers from throughout the United States.

- J&C is creating an alumni magazine and accepting advertising opportunities (\$60-\$395)
- Please join Publishers at Chipotle located at 1075 Bardstown Road Monday, November 14th between 5:00pm and 9:00pm. This is a fundraiser and Publishers will receive 50% of all sales from those who mention or show the flier (located in morning announcements). Your support is most needed and appreciated!
- Please join Publishers for our 2nd annual Trivia Night / Silent Auction scheduled for Saturday, November 19, 2016 at duPont Manual High School in the Freshman Cafeteria! Doors open at 6:15 with the first question read promptly at 7:00. Please watch for more Trivia Night / Silent Auction information coming to you through morning announcements this week. A flier will be attached with all the information about purchasing tickets. See below for a brief description.

Concessions: Chili, Hot Dogs, Pizza, Veggies, Chips, Snacks, Soda, Water, Tea, and Desserts (No alcoholic beverages or outside food please)

CASH PRIZE of \$120.00 Silent Auction

\$60.00 for a team of 6/ Maximum number is 6 per team. Get your teams together! This is the best deal! OR... \$10.00/person if sign up as an individual through eventbrite or \$12.00 at the door.

Or register and pay through eventbrite at <https://publisherstrivia.eventbrite.com>

ECE/AEMS/LEARNING LAB Liaison - **Judith Bradley** blueskymom2@gmail.com

- Planning annual holiday party to celebrate ECE/AEMS/LEARNING LAB staff & students. Breakfast scheduled for: Monday, 12/12. Sign up coming soon.
- Snacks for Learning Lab have been delivered twice. Sign up for Finals week coming soon.
- Planning for **No Barriers** portion of College 101 night has begun. Need 2 people willing to contact list of prospective presenters. Looking for additional funds for the event - meeting with new ECE director, Dr. Frohoff on Friday morning to discuss.
- ECE **No Barriers** scholarship form has been updated and will be shared via Google docs.

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

No report - No funding requests at this time.

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

- Please remember to submit your news to manualptsanews@gmail.com.
- Set up MailChimp account for PTSA newsletter

- Delene shared bracelets for fundraiser possibilities - ICOEBRACELETS.com

ANNOUNCEMENTS: N/A

NEW BUSINESS: 1) Vaughn suggested setting up a centralized calendar for PTSA activities.

ADJOURNMENT: 9:40 a.m.

ATTACHMENTS: See below

NEXT MEETINGS

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