

**** THIS AGENDA IS SUBMITTED AS A MEMORANDUM FOR RECORD IN LIEU OF MARCH BOARD MEETING, WHICH WAS CANCELLED DUE TO INCLEMENT WEATHER ****

**Manual PTSA Board Meeting Agenda
March 21, 2018
Senior Cafeteria**

ATTENDING: Please see attached list of those in attendance.

CALL MEETING TO ORDER: MEETING CANCELLED DUE TO INCLEMENT WEATHER

INSPIRATION - Always end your day with a positive thought and a grateful heart. -Unknown

REPORTS FROM GUESTS -

PRINCIPAL'S UPDATE –

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SBDM (Site Based Decision Making) -

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

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CRIMSON MISSION - Tammy Ackerson tammyackerson@gmail.com

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REPORTS FROM PTSA OFFICERS & COMMITTEE CHAIRS

PRESIDENT – Robin Weiss manualptsa@gmail.com

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

TREASURER – Beth Brown bethbrown68@gmail.com

- See budget report at bottom of agenda
- Filed annual report with KY Secretary of State

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

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Nominating Committee - Kate Chandler katecchandler@gmail.com

- If you have not already, please let Kate know whether or not you'd like to continue in your role next school year. We will begin soliciting for filling vacancies soon, but need to

know what we need first. One priority is filling our Treasurer spot for next year! Forward any interest to Kate.

Recording Secretary – Lynn Deveaux ldeveaux@aol.com

- Approval of February 2018 minutes

Corresponding Secretary - Catherine Arnold cgarnold@me.com

- Correspondence Sent: Cards sent to Ann Schwartz and Lynn Deveaux (duPont Manual PTSA).
- 2018 Founders' Day was held February 21, 2018 with ~75 guest in attendance. The PTSA honored the following dMHS Faculty, PTSA leaders, community leader, and student: Michelle Bynum, Kris Tatro, Delene Taylor, Trish Kline, Dean Walker, and Neville Wintergerst Burch.
- Special thanks to Robin Weiss, Kim Williams, Barb Wainwright, and Gila Jones for all of their help with planning, set up, and delicious food!

Historian – Jenny Mercer jmercer@humana.com

- Please share your photos! You can upload here:
<https://goo.gl/photos/6B6mVgCvRjQZpzyK8>

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

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

- Thank you, College 101 co-chairs, for another valuable and informative evening. Thank you, Project Graduation co-chairs, for taking time to write an award application about the amazing event you coordinate each year for Manual's newest alums. Your all-encompassing and tireless volunteer efforts are very much appreciated!

Alumni Service Corps – Jennifer Hummel jchummel71@gmail.com

- No report

Awards – Meredith Lambe mapplegault@att.net

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Beautification - Lara Talbott ltalbott@bellsouth.net

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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

- Next **CAP work day is March 28**, 10-1pm. Volunteer sign up has been emailed to all PTSA members.

- PTSA will no longer use the Manual Community Closet. Co-chairs removed all PTSA related items from closet on Feb 7. The closet was cleaned up, organized and turned over to school administration.
- The front office is **in need of new women's underwear**, small, medium & large sizes. They also need all sizes of **sweat pants**. Deliver directly to **front office** staff.

College & Career Center (CCC) – Trish Kline tkline102@gmail.com, Kelly Seiler kelly.seiler@twc.com, Jane Crowley je_crowley@bellsouth.net

- Co-chairs met to brainstorm better ways to communicate the CCC to parents and students next year as well as identify a more efficient method of tracking scholarships and utilizing our volunteers.
- Created a trifold display board to use at large PTSA events to highlight CCC resources. Displayed this at College 101 night along with providing a handout explaining everything offered in the CCC
- Identified a student to spearhead making a video of the CCC and its resources. Timeline is to complete filming by end of school, edit video in early summer and have it ready to roll by Registration Day.
- Volunteers will be needed for end of year testing. Watch for opportunity to sign up in April.

Hospitality – Barb Wainwright barb2k@twc.com, Gila Jones gmj4jesus@gmail.com, Jennifer Tuvlin jbtuvlin@twc.com, Kim Williams williamsx4@twc.com

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Idea Fest Liaison - Vidya Ravichandran vidya@glowtouch.com

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College 101 Program - Amy Lapinski adlapinski@gmail.com, Punita Halder thehaldersare@gmail.com, Debbie Rowe theredsoxwin@yahoo.com

- Approximately 225 attendees at the program. Feedback to-date has been exceptional, with several requests to hold additional seminars in the Fall.
- We are circulating a link to a brief, 10 question survey on Survey Monkey to solicit more feedback this year.

Project Graduation - Jill Lauroesch jlauroesch@yahoo.com, Karen Kiesel kkiesel@twc.com, Sara Holland sfgholland@yahoo.com, Kelli Rodman krod0003@hotmail.com

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Red/White Week – Missy Smith missyky@twc.com, Shelley Thomas shelley.thomas@louisville.edu, Catherine Werner catherine.werner@geappliances.com

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Reflections – Lara Talbott ltalbott@bellsouth.net,

Shannon Evans sme02@bellsouth.net

- No report

Scholarships – Lisa Becker maverick.becker@yahoo.com

- Application period is closed. Review process to begin before spring break. Seeking three or four PTSA board members who do not have seniors to review applications with me. Time commitment - about two hours. Can be done at home. Contact me at above email address.

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

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

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

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

- Added 8 more members for grand total of 2,297. Sent in membership report and dues to KY PTA prior to March 15 deadline.
- Sent in “Outstanding Membership Campaign” award nomination to 15th district and KY PTA

Magnet Liaisons

VA Liaison - Sonia Keeling keeliso2@gmail.com

- We have three National Scholastic Art Competition winners:
 - Breanna Ashley and Sandra Temgoua received a National Silver Key
 - Autumn Wilding received a National Gold Key and a National American Visions Award.
- These students won awards in the Regional KYAEA All State Art Competition:
 - Ashton Jones
 - Mac Daum
 - Amai Rawls
 - Breanna Ashley
 - Claudia Pham
 - Grace Bradley
 - Lake Steurer
 - Camron Morrissey
 - Destiny Ca`mel
 - Kenna Carman
 - Sunny Podbelsek

- Emmanuelle Kronenberg
- Autumn Wilding
- Morgan Wood
- Jonah Gelhaus
- Aditi Kannan
- EnVision will be holding their annual fundraiser -- Color Run Event-- on Saturday 8/25/18 for VA foks and anyone/everyone else who would like to attend. The Color Run event will be held, as it was last year, at the Woodland Pavilion at Broad Run (The Parklands). More info to come...

MST Liaison - Debbie Rowe theredsoxwin@yahoo.com

- The Science Fair was held at U of L with 390 MST projects at the Science Fair, over 300 judges and more than 50 volunteers. Forty-nine Manual students will move on to State from Regionals, to be held on March 23rd and 24th. Five students have been selected for Intel ISEF.
- Teachers, administrators and staff enjoyed pie, coffee, tea and snacks on Pi Day, March 14th. Over twenty-five pies were donated by Manual families.

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

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YPAS Liaison - Melissa Chastain mchastain@spalding.edu

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

- Big congrats to the 2016-17 staff of the youth news magazine On the Record and literary magazine One Blue Wall - each earned a Columbia Scholastic Press Association (CSPA) Gold Crown, one of two top awards in the nation for literary magazines! J+C teacher James Miller accepted the CSPA's 2018 Distinguished Adviser award at Columbia University as well!
- Our main fundraiser last month - our Trivia night, raised \$3,000.00 plus for Publishers this year. That is close to three times our previous year. Funds will be used to buy additional equipment such as cameras etc. from a list created by the Magnet teachers over the summer.
- Students will be attending the Spring journalism conference in San Francisco April 11-14th.
- The editors from each of the Publications and their teachers along with a few other students are attending the March in Washington this weekend to cover it for their respective publications. Publishers is assisting with some of the cost.
- We will begin soliciting applications for our two college scholarships that we began offering last year. Last year two small 250.00 scholarships were awarded and this year we will award 500.00 to two students.

- Our publications have been front and center in the journalistic coverage of the recent school related issues in the national spotlight, including students interviewing staff and students from Marshall Co. here in KY.

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

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

- Thank you so much for the tremendous honor of the PTA Life Recognition Award!
- We are assembling a fantastic team for next year, including parents **Lindsey Brown Ronay** (VA freshman), **Jim Cabral** (YPAS freshman & HSU junior), **Barbara Coffield** (MST junior), **Derry Smith** (HSU junior), **Jane Walsh** (YPAS freshman & junior). If you are interested in helping out with our social media channels, or with providing content for our newsletter, please contact me.
- Sent in 15th District and Kentucky PTA award nominations for Outstanding Newsletter, Outstanding Website, and Outstanding Volunteer Participation.
- Check out all of the links in the POST sidebar and follow for news - there is so much happening at Manual we can't begin to cover it all. Please share with incoming freshman families. We still have many people requesting to join our closed Facebook groups that are not current paid members of the PTSA - I send direct messages but they often don't see them.

Content Contributor - **Barbara Coffield** barbarajbenjamin@gmail.com

- Content provided for the POST. **Please** forward information about student or teacher recognition, and club / magnet news.

ANNOUNCEMENTS:

The meeting was adjourned at

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>

As of 3/19/18

**du Pont Manual PTSA
Budget for Fiscal Year 2017/2018**

	2017/2018 Budget	2017/2018 Actual
INCOME		
Membership	20,750	22,970
Rebates	800	800
Donations/Sponsorships	2,500	2,010
Event Sales	-	120
Designated Funds Carryover*	3,459	1,167
TOTAL INCOME	\$ 27,508.55	\$ 27,066.67
EXPENSES		
Campus Beautification	250	
College 101	250	
No Barriers	600	
College & Career Center	100	73
Hospitality	1,700	77
Welcome Back (Aug)	50	
Open House (Sept)	50	50
Conference Days (Oct/Feb)	300	27
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	2,000
Scholarships	3,000	2,400
Honors/Awards Founders Day	500	400
PTSA Membership Expenses	8,680	8,938
PTSA Conference Banquets/Materials	300	
PTSA State/National Dues	7,263	8,040
PTSA District Dues	415	415
PTSA Insurance	337	337
Membership Drive Expenses	365	147
Memorials	100	
Wellness & Compassion Fund	600	
Reflections	250	96
Administrative (postage, Quick Books, paper...)	120	110
Communications	598	398
Purchases for School/Student Programs	3,052	1,701
Purchases for School/Designated*	3,459	1,167
Staff Membership Fund	1,500	1,500
Service Charges	550	574
TOTAL EXPENSES	\$27,508.55	\$19,434.37

