

Atholton High School (AHS) Parent Teacher Student Association (PTSA)
Monthly Meeting Minutes
August 22, 2011

Ellen Makar called the meeting to order at 7:05 p.m. in the AHS Career Center.

The following were in attendance: Mary Acker, Amy Bagley, Susan Bottomley, Judy Bruce, Tina Burgan, Sue Cabot, Erica Carpio, Katie Clark, Jennifer Clements, Debbie Clutts, Larry Crouse, Pam Johnson, Caryn Lasser, Ellen Makar, Mindy Myers, Cindy Ochs, Kayle Simon, Sherri Tatum, and Carol Zimmerman.

Ellen distributed the agenda (Attachment A).

The attendees introduced themselves.

Judy Bruce read the "Objects of the PTA."

The Executive Board approved the minutes from the June 14th Monthly Meeting. Susan Bottomley, Jen Clements, and Carol Zimmerman agreed to proofread the minutes each month before they are sent to the Executive Board for review.

President's Report (Ellen Makar)

- Ellen thanked Sue Cabot and Lisa Walker for their help with the summer mailing – they helped both days that the packets were being assembled. Ellen also thanked the JROTC cadets who helped assemble the packets.
- Chairpersons are still needed for the following Executive Board committees: After Prom, Publicity, Awards, and Reflections (a new parent is willing to co-chair). Ellen would also like someone to volunteer to coordinate the summer mailing next year.

Administrator's Report (Jen Clements)

- Staff changes include Katy Clark (Assistant Principal), who filled the vacancy left when Kelly Hearn transferred to Central Office. There are a small number of new teachers and one vacancy (a part-time math position).
- Upcoming events include: Traditions Night on August 24, Orientation on August 25, the first day of school on August 29, the first home football game on September 9, and Back to School Night on September 15.
- The Anti-Bullying Committee has begun rolling out its student-created message, "Bullying Stops with Me." Students will perform a skit at Orientation, and signs with the slogan will be posted throughout the school. The school will sponsor a speaker later in the year and plans to ask for financial support from the PTSA.
- The building will be ready for students on the first day of school. Asbestos was removed over the summer, and the custodians have worked hard to get the building ready.
- There are approximately 1,463 students and 170 to 175 staff members.

Treasurer's Report (Mary Acker)

- Mary distributed the proposed budget which Ellen explained was prepared at an officers' meeting over the summer. The officers used the Plans of Work submitted by the committees – all were approved but the officers made minor changes to the budget requests of a couple of committees.

Mary reviewed the budget and highlighted points for discussion. The officers had recommended increasing the "Program Scholarships" budget from \$2,000 to \$3,000. (During the discussion, it was noted that the "Senior Recognition" budget had accidentally been increased from \$2,000 to \$3,000). Mary pointed out that not many teachers are taking advantage of the "Teacher Support" fund which allows them to be reimbursed for up to \$25 of classroom expenses. Ellen will raise this issue when she speaks to the staff on Friday at the Staff Appreciation Breakfast. Further discussion is needed to determine how the "Front Office Lunch Fund" will be implemented.

Kayle Simon motioned to approve the proposed budget with two changes: Increase the "Program Scholarships" budget to \$3,000, and correct the "Senior Recognition" budget to \$2,000. Pam Johnson seconded the motion. A vote was taken, and the Executive Board unanimously approved the motion.

- The annual PTSA financial audit must be completed by October 1. Moira Monk has volunteered but would like someone to help her. Amy Bagley volunteered.

PTA Council of Howard County (PTACHC) Delegates' Report (Kathy Faber and Carol Zimmerman)

The PTACHC has not yet held its first meeting of the school year.

Student Government Association (SGA) Report

An SGA representative has not been appointed.

Committee/Liaison Reports

- Larry Crouse reported for the **Community Advisory Council (CAC)**. The Board of Education selected Sandra French as its representative to the CAC. The CAC is part of a commission looking into school board structures in order to identify one that will promote more diversity on the BOE. Larry will e-mail the Executive Board more information and requested that people respond with any ideas that he can present to the CAC.
- Caryn Lasser reported on **New Student Orientation**, which will follow the same structure that has been used the last few years. Volunteers are needed to lead the small break-out sessions with parents.
- Sue Cabot reported for **Parents on Patrol (POPS)**. Sue plans to have volunteers sign up through VolunteerSpot. There is no charge for using VolunteerSpot, and automated reminders are sent to the volunteers.
- Mindy Myers reported that **Membership** will have forms available for those attending Traditions Night. A Membership Committee representative will also be at Orientation to distribute forms. The goal for the year is 700 members. The

committee will hold a raffle for teachers who join the PTSA. Mrs. Clements will put out forms for the staff and identify a good date for the raffle.

- Erica Carpio reported that the **Directory** Committee purchased new software (MyDirectoryMaker) for producing the directory. Parents can enter their own directory information online. Erica provided information on additional products that may help lower printing costs by allowing online access to directory information. More research needs to be done about security.

Debbie Clutts moved to spend \$259 to purchase MyDirectoryAnywhere. Caryn seconded the motion. A vote was taken, and the Executive Board unanimously approved the motion.

- Debbie reported for the **Volunteers** Committee. They are collecting volunteer forms and plan to have lists for the committees sometime in October. In addition, they are working with Eileen Jones to organize ticket sales for events such as Homecoming.
- Judy reported for **Snack Shop**. The committee will shop tomorrow, and Snack Shop will open on the first day of school. Moira is handling the sign-up of volunteers, and there are time slots still open. Snack Shop gift cards will be available for purchase at Orientation. The committee hopes no price increases will be necessary this year.
- Susan reported that the **Staff Appreciation** Committee will provide breakfast for the staff on Friday in the Media Center. Judy volunteered to help the committee set up the breakfast.
- Tina Burgan reported that the **Hospitality** Committee is all set to provide breakfast at Orientation.
- Cindy Ochs reported for **Music Boosters**. Marching Band Camp has been taking place the last two weeks, and the Marching Band season has been expanded to include additional competitions. The Music Boosters are working on planning for the music season, concerts, and the spring trip. For the first year, AHS will have a Jazz class. The Band Room has been put back together, and uniform fittings are in progress. The fundraiser went well. New choir uniforms and concert dress uniforms will be purchased. The spring musical will be "Beauty and the Beast."
- Kayle reported for the **Newsletter**. Her e-mail address is news@atholton.pts.org. Kayle can set up e-mail addresses in this format for any committee that is interested. This allows continuity and easier transitioning when committee chairpersons change. Kayle is looking for someone who is interested in learning how to update the web site. Sue volunteered.

Laurie Remer sent a request asking that the SAT class information be posted on both the web site and the bulletin board. She also wants to discuss using PayPal for collecting money for SAT and ACT practice tests. The first practice test will be on October 1. Kayle will research this.

Adjournment

The next meeting will be on Tuesday, September 27, and committees will be asked to e-mail reports prior to the meeting. Ellen adjourned the meeting at 8:40 p.m.