

PTSO MINUTES

Ardrey Kell High School

September 9, 2019 | Meeting called to order by Chris Bucher at 6:04 PM

In Attendance

Geneva Greene, Laura Bowden, Gayle Bly-Biggs, Nathalie Laumann, Meredith Rothschild-Ely, Jen Kaplan, Megan Caplice, Suzanne Bereis, Tammy Chung, Karla Stovall, Natalie Pruett, Carolyn Lasater, Lisa Perodeau, Liz Falkner, Laura Simpson, Angel Canafax, Rosalie Sentlinger, Patti Zakow, Suzanne Hepworth, Kisha Meekins, Jackie Gyoerkoe, Aaron Smith, Geri Crouse, Jessica Collazo, Jenna Molignano, Tracy Edmunds, Chris Bucher, Bridget Ritch

Welcome to 2019-2020 School Year

PTSO Chris Bucher introduced herself and the Board, as well as several people in attendance who will be serving in various capacities this year.

Chris reported some summer efforts:

- PTSO membership dues- now a flat membership fee
- Rebranding of fundraising efforts-see the PTSO website www.akptso.weebly.com
- PTSO representation at Open House (staffed by herself and M. Caplice.)
- Thank you to the multiple parents who volunteered to stuff back-to-school envelopes in August

Next volunteer need: to staff an information table at Curriculum Night 9/23.

Minutes

The minutes from the last meeting, May 13, 2019 were presented. They were previously posted in draft form per the PTSO website. A motion to approve the minutes as written raised by J. Kaplan and was seconded by S. Bereis.

Treasurer's Report

Suzanne Bereis shared copies of the current and previous income statements. She also reported:

- An audit concluded September 2- no issues.
- New check request form- discussed a need to differentiate between an actual check vs. a debit card purchases. J. Kaplan to assist making form available on website.
- Surplus funds did carry over from last year, however some funds also yet to be paid, such as outstanding checks for '18-'19 PTSO scholarship awards.
- Capital Campaign off to a good start
- A "Square" has been purchased; will assist with processing new memberships on the spot
- Spoke to the ongoing IRS fees associated with the late filing last year. Abatement clause to be written by current accountant as reasonable cause for late filing with goal of full resolution. Discussion regarding current tax year filing due in November; much support for identifying a new professional to assist with filing. C. Bucher to follow up.

Assistant Treasurer Laura Bowden shared request from faculty member for conference funding. Request made directly to PTSO. Per discussion, such requests must go through administration first; administration liaison may then present need to PTSO.

Principal's Report

Assistant Principal Bridget Ritch presented:

- New 7:15 drop off time discussed. A change from last year, now 10 minutes earlier; in alignment with other District schools and a safety issue. The drop off line remains congested but is improving, today was the first day that "lock-outs" were official for students late to school. (Warnings and informational counseling prior to today.)
- Staffing update: ongoing recruitment for a Math Dept. vacancy; French vacancy (online program in use for students) and planning ahead for several Social Studies maternity leave needs.

Ms. Ritch took questions from attendees:

- Discussed new lunch schedule; concern for shorter lunches but explained that the break between lunches is what has changed; not the actual lunch period.
- Parent request made for more signage at drop-off.
- Graduation date requested; Ms. Ritch to confirm but likely available in Nov.
- Testing dates can be found on school website; Ms. Patel is contact.
- Enrollment currently 3362 with several new students starting last week.
- Picture Day date 10/8 (confirmed post meeting)- (K. Stovall has meeting tomorrow; details to follow- request for link on AK websites when available)
- Club information accessibility. Discussed importance of students following announcements; also available in Power Point format via school website if they cannot hear announcements/miss a day of school. Dr. Burnette is school contact; see AK website for list of available club opportunities.
- Parent questioned when teachers are available for meeting- discussed time constraints of Curriculum Night; use of email encouraged for setting up meetings re: individual students.

Upcoming Dates:

Curriculum Night- Monday, September 23

Homecoming Week- September 30- October 5

Committee Reports

Communications (M. Caplice)

- Fundraising letter and tip sheet for navigating AK updated. The navigational tool available on the PTSO website and will be kept current there. May print for future distribution. No dates for "Sweets with Switzer" available yet, but attendees encouraged to participate as they are great opportunities to engage at AK.

Website (J. Kaplan)

- Website updated this summer; will continue. AKPTSO also has Facebook presence; requested assistance monitoring that page; G. Greene volunteered. Both PTSO and AK school website have PTSO meeting dates available for reference. Demo on how to find the PTSO website from the AK page (hover over "School Resources" and follow the drop down menu)

Harris Teeter/Publix (G. Crouse/A. Smith)

- 394 accounts linked last year; goal to improve numbers. Plan to create signage for Curriculum Night, need for continued education/reminders re: ensuring that accounts are re-linked yearly as they do not carry over; accounts may be split at HT between two schools; to look at feasibility of running reports that may be used to for possible incentive to encourage participation.

Hospitality (A. Canafax)

- Multiple events supported already: Pizza for Knight Camp, Donuts for transfer students; Back-to-School lunch for staff (catered: Potbelly Deli) and 1 staff meeting supported with purchased snacks. Next staff meeting will be supported with donations on October 2; staff offered themed snacks as they enter the meeting; (~225 staff) New sign-Up Genius to follow to organize parent volunteers; new email account for ease- ardreykellhospitality@gmail.com

Student Leadership Team (SLT) (K. Meekins)

- Discussed SLT; monitors School Improvement Plan and addresses issues regarding day- to- day operations at AK. Kisha is the PTSO representative to this group. Current activities of SLT group include refining the Vision Statement and exploring the disciplinary plan at AK. A diversity Committee was recently formed. The SLT facilitates a Health and Career Fair; will need volunteers. If parents are interested in attending meetings, they are asked to contact Dr. Burnette first.

Fundraising (G. Bly-Biggs/N. Laumann)

- Efforts ongoing for 2019-2020 Capital Campaign. Contributions may be made by check to the main office at AK or online; see link on PTSO website.

Monthly Teacher Recognition (J. Gyoerkoe)

- Meeting attendees given opportunity to write a note to recognize an AK teacher this month. Notes were collected and a drawing held; Mr. Brodstat's will receive a gift and the other notes will be distributed by B. Ritch to staff mailboxes.

Next Meeting

Monday, October 21, AK Media Center at 6:00 PM

Meeting adjourned at 7:05 PM by C. Bucher