

# **ITHACA HIGH SCHOOL PTA**

## **Welcome Back To School Reception & PTA Meeting, Sept. 15, 2016**

Minutes by PTA secretary Carolyn Theodore

This first IHS PTA meeting of the academic year took place in the Activities Room with approximately 45 people in attendance. The meeting included refreshments and was led by PTA president, Vanessa Wagner. The agenda is attached.

### **REMARKS FROM PRINCIPAL TRUMBLE & PLAYBOOK ROLL-OUT**

Jason thanked the PTA for their efforts in working with the administration, made some brief remarks about the state of the school, announced the roll-out of the new Playbook for Engagement to be introduced at the meeting, and introduced the staff members who were in attendance.

- Crystal Sessoms – Associate Principal responsible for all Freshmen
- Martha Hardesty – Associate Principal for Soph-Sr students with last names M-Z
- Keith Harrington – Associate Principal for Soph-Sr students with last names A-L
- Karen Keitchel – Admin Intern and special education teacher

Crystal Sessoms presented the online Playbook for Engagement and described its status and purpose of providing all relevant information in one central location. There are three audience-specific Playbooks: for Students, Caregiver Families and Staff. The Playbooks are located on the IHS website, are interactive, and include links to various resources needed by each group. Each Playbook includes Frequently Asked Questions.

The Playbooks are dynamic documents that will continue to change based on feedback and needs. Input is welcome and the PTA has been specifically requested to provide feedback via a PTA Feedback Form.

The Playbook will be available on the IHS website the week of Sept 19. The IHS community will be informed via robocall and email.

Jason reminded us of the Open House on Oct. 6. The event was reformatted and shortened to assist busy families. He and the APs have also been presenting to community groups, e.g. at GIAC, Brooktondale, etc. during these group's regular events.

### **PTA BUSINESS, VANESSA WAGNER**

The attendees discussed curriculum concerns, e.g. AP classes, students' time management. This topic was also discussed at the June 2016 PTA meeting and the programming team is considering an event to address it. Volunteers are welcome to help. The PTA requests feedback and program suggestions via survey responses, our website <http://www.ihspta.info/wordpress/> and the PTA email [ihspta.pres@gmail.com](mailto:ihspta.pres@gmail.com).

The PTA will participate in the Oct. 6 Open House and hand out PTA Guides, which include ads, general information, and school contacts. Note that the Guide is no longer a directory.

Vanessa introduced the executive officers: Jacquie Lopez, Treasurer;; Ally Rooks, Membership; Beth Warner-Breuhaus, Programs; Erin Oates, Communications; Pat Fox and Susan Barnett, PTA Council Reps; Carolyn Theodore, Secretary.

PTA Secretary, Carolyn Theodore, reviewed the minutes from the June 6, 2016 meeting. After a brief discussion the minutes were approved. They will be posted on the website.

PTA Treasurer, Jacquie Lopez, handed out copies of the Proposed 2016-17 PTA Budget and reviewed the line items for Income and Expenses. We are doing another direct appeal this year. Some money left over from last year will be applied to this year's budget. After a brief discussion, the group voted to approve the budget.

A suggestion was made for the PTA to reach out to other groups via ambassadors to attend events to reach more families and recruit members. Teacher meetings, sports boosters, fall family sports kickoff, and fine arts boosters events were mentioned as options.

A suggestion was made to include an option on the PTA form to join the listserv only, without joining PTA. It was suggested to consider a mandatory parent meeting for the PTA.

It was clarified that PTA members must re-join and pay dues each year. The listserv, however, does not need to be renewed; you will remain there until asked to be removed.

It was clarified that the PTA listserv has approximately 300 people and receives the e-news twice. As of last year, the PTA e-news is also being sent by Marilyn Sgrecci so that it now reaches the approximately 1300 people for whom the school has email addresses.

## **ATTACHMENTS**

- Meeting Agenda
- Treasurer's Report

**IHS PTA Meeting – September, 2016**  
**5:30pm – 6:30pm Activities Room (Bldg. B)**

**AGENDA**

1. Introductions – Vanessa Wagner
2. Welcome – Jason Trumble
3. Engagement Playbook Presentation – Crystal Sessoms
4. Q&A session
5. Break – Short reception
6. PTA Business Meeting begins – Vanessa Wagner
7. Approval of June 6, 2016 minutes – Carolyn Theodore
8. 2016-2017 Budget Vote – Jacquie Lopez
9. New business and questions
10. Adjourn

Prepared by Jacquie Lopez Treasurer

## IHS PTA Budget

### 2016-17 Budget

<b>INCOME</b>	<b>Budget</b>	<b>% Total</b>
Directory/Guide Advertising	\$ 1,450.00	16.57%
Donations - Morning Munch	\$ -	0.00%
Donations -Staff Appreciation Luncheon	\$ 100.00	1.14%
Membership Donations	\$ 1,400.00	16.00%
Membership Dues	\$ 2,900.00	33.14%
School Pictures Rebate	\$ 1,200.00	13.71%
Other Fundraiser	\$ 1,700.00	19.43%
Other Donations		
<b>TOTAL INCOME</b>	<b>\$ 8,750.00</b>	
<b>EXPENSES</b>		
Administration(checks/webhosting,printing)	\$ 150.00	1.71%
Insurance	\$ 280.00	3.20%
National/State PTA Council Dues	\$ 1,200.00	13.71%
Teacher support Mini-Grants	\$ 2,000.00	22.86%
Awards Day	\$ 720.00	8.23%
Family Liaison Program	\$ 500.00	5.71%
IHS PTA Programs	\$ 250.00	2.86%
Link Crew Program/Student Activities	\$ 250.00	2.86%
Newsletter printing, misc.		0.00%
Guide/Directory Printing	\$ 340.00	3.89%
Staff Appreciation Luncheon	\$ 2,000.00	22.86%
Staff refreshments(MorningMunch)	\$ 800.00	9.14%
Discretionary Fund/Other	\$ 260.00	2.97%
<b>TOTAL EXPENSES</b>	<b>\$ 8,750.00</b>	