

ITHACA HIGH SCHOOL PTA Meeting, June 6, 2016

Minutes by PTA secretary Carolyn Theodore

This last meeting of the academic year took place in the library with approximately 15 people in attendance. The meeting was led by co-president, Vanessa Wagner. The agenda is attached.

WELCOME and INTRODUCTIONS, VANESSA WAGNER

Vanessa welcomed attendees and introduced the executive officers. She announced that the annual Staff Appreciation Lunch is coming up on Thursday, June 9, and reviewed the past year's highlights.

A goal for the year was to join with Principal Trumble in engaging all students. Some examples of activities in support of this goal include: coordinating with the office to send e-news to all IHS families; creating a "food club" for students not otherwise engaged; and an on-line video geared toward 9th graders to provide an introduction to the high school program of studies and departments.

Next activities are to prepare the summer mailing packet to increase welcome for new families, work more with student services to provide information about post-high school planning, and continue to explore a snack program. The successful direct appeal held this year can help to fund future programs.

TREASURER'S REPORT, SHIVAUN ARCHER

Shivaun expressed thanks and appreciation for all who contributed to the direct appeal. \$9165 was received from various sources including membership dues and donations, plus the Morning Munch program received some funding directly. PTA awards this year included \$2,000 in Mini-grants for teachers and PTA prizes to juniors in seniors in specific subjects.

SECRETARY'S COMMENTS, CAROLYN THEODORE

Carolyn noted that the minutes from the previous meeting have been posted on the PTA website. The group voted to approve the minutes from the September 17, 2015 meeting.

APPROVAL OF OFFICERS, VANESSA WAGNER

Vanessa reported that there was no nominating committee this year. Most board members are continuing in their positions and there are two open board positions: Treasurer and Corresponding Secretary.

Jacque Lopez agreed to be the new Treasurer. Vanessa proposed that, in lieu of a Corresponding Secretary, since there is no nominee, we appoint a chair of Communications to oversee the various communications groups/activities, such as e-News, website and The Word. A discussion followed about whether or not this should be a board position, and if it could become part of the other VP roles. The by-laws were consulted and indicated VP roles should be specified.

The group voted to approve the officers as proposed, and tabled the communications role for later discussion.

REMARKS FROM THE PRINCIPAL, JASON TRUMBLE

Jason thanked the PTA for their efforts in working to improve communications. The office received positive comments about the E-news, which now reaches 1300 families vs. 300. While the effort to engage more students after hours to develop a sense of belonging has progressed, he noted another challenge is that many students are overcommitted. We can consider a forum to determine what families need for managing their schedules.

Jason offered to meet with the PTA when making funding decisions such as Mini-grants, so teachers can understand what is available and what can be provided.

Discussion:

- Esther noted that IHS is doing a better job of providing important information on the website but parents seem to forget. A weekly reminder to IHS families regarding upcoming priorities or positive news was suggested. Jason was willing to consider the request as time permits.
- Soldier story was well received, thought-provoking and engaging for many students.
- Curriculum comments: AP for 9th and 10th graders creates stresses/pressures on families. An Applied Geometry course is being considered for next year. A forum for discussion was suggested for next year.

SNACK PROGRAM

Jacque Lopez, PTA co-president, reported that the PTA receives numerous requests to assist teachers by providing food for various programs, field trips, etc. and many Mini-grants are awarded for this purpose. In response, Jacque approached the Friendship Donation Network and Wegmans on behalf of the PTA to obtain free food for the students. She has been picking up/delivering snacks to school each Monday for teachers to access.

Jean Amodeo, IHS English dept. head, reported that teachers frequently spend their own money on snacks for students. She began providing healthy snacks in the Reading and Writing Lab because students who come there for scheduled appointments, or on their own, are often hungry. Other teachers and labs throughout the school do the same. The snacks help enable students to focus and attract more students to the labs. Over time, relationships are developed with the teachers and a sense of community is established, benefitting the students in multiple ways.

The PTA is able to help via Mini-grants and could potentially establish a food program, since school budget money can't be spent on food. We need to check the NY State PTA by-laws to see what is possible. We could look into tax exempt options and consider a direct appeal to support a snack program, if allowed. We may include an article in The Word and may add a line item to the membership form. We'd like to get a sense for how much might a program cost.

OTHER TOPICS

The PTA welcomes and appreciates teacher participation in our meetings. Jean suggested announcing specific meeting topics to attract teachers in the future.

Vanessa thanked the outgoing officers for their dedicated service – Shivaun Archer – Treasurer, Esther Racoosin – VP of Communications, Ann Horst – VP Programs, Tina Hallock - Membership Chair.

ATTACHMENTS

- Meeting Agenda
- Treasurer's Report

IHS PTA Meeting – June 6th, 2016

AGENDA

1. Welcome and update – Vanessa Wagner
2. Treasurer's Report – Shivaun Archer
3. Vote on slate of officers for 2016-2017
4. A few words from our principal – Mr. Trumble
5. Is there a need for "snacks" for our students – Jacquie Lopez and Jean Amadeo
6. New business and questions
7. Closing – Vanessa Wagner
8. Adjourn

Slate of officers for the 2016-2017 academic year is as follows: (WORKING DOCUMENT)

President:	Vanessa Wagner
Treasurer:	Jacquie Lopez
Recording Secretary:	Carolyn Theodore
Corresponding Secretary:	
VP Membership:	Ally Rooks
VP Programs:	Beth Breuhaus
PTA Council Rep:	Pat Fox Susan Barnett

Treasurers Report for PTA Meeting 06/06/16

Reporting period: 09/01/15 – 06/06/16

Prepared by: Shivaun D. Archer, PTA Treasurer

Income

- Advertising – 8 ads in Directory = \$1463.50
- Membership Dues – 282 members = \$2885
- Donations with Membership - \$1540
- School Picture Rebate for providing volunteers - \$1269
- Fundraisers
 - Cake Walk = \$143
 - Direct Appeal = \$1645
- Direct Donation to Family Liason - \$195
- Direct Donation to Staff Appreciation Lunch - \$25

Expenditure

- Administration
 - Checks, printing, web hosting = \$127.21
 - Insurance = \$275.45
 - Dues to State PTA (\$1128) and local PTA (\$35)
- Programs
 - Teacher Mini Grants, awarded \$2000, reimbursed \$603.81
 - PTA Awards to Seniors and Juniors = \$720
 - Family Liason Program = \$588.85
 - PTA programs = \$82.17
 - Student Activities = \$123.92
- Staff Appreciation
 - Morning Munch = \$788.99
- Other/Discretionary – Snacks for field trip = \$29.72

Expected Payment before end of fiscal year

- Staff Appreciation Lunch ~\$1700
- Teacher Mini-grants ~\$1400

Treasurers Report Balance in
 Shivaun D. Archer 6/6/16 the Bank \$9,017.08
 Reporting Period (9/1/2015 - 06/06/2016) 5/20/16

2015-2016

INCOME	Budget	Actual	Variance
Directory/Guide Advertising	\$ 1,450.00	\$1,463.50	\$13.50
Donations - Morning Munch	\$ 150.00	\$0.00	-\$150.00
Donations -Staff Appreciation Lunch	\$ 600.00	\$25.00	-\$575.00
Membership Donations	\$ 1,200.00	\$1,540.00	\$340.00
Membership Dues	\$ 3,000.00	\$2,885.00	-\$115.00
School Pictures Rebate	\$ 1,200.00	\$1,269.00	\$69.00
Other Fundraiser	\$ 600.00	\$1,788.00	\$1,188.00
Other Donations -family liason		\$195.00	\$195.00
TOTAL INCOME	\$ 8,200.00	\$9,165.50	

EXPENSES

Administration(checks/webhosting,	\$ 150.00	\$ 127.21	\$22.79
Insurance	\$ 235.00	\$ 275.45	-\$40.45
National/State PTA Council Dues	\$ 1,200.00	\$ 1,163.00	\$37.00
PTA Leadership training		\$ -	\$0.00
Teacher support Mini-Grants	\$ 2,000.00	\$ 603.81	\$1,396.19
Awards Day	\$ 720.00	\$ 720.00	\$0.00
Family Liaison Program	\$ 495.00	\$ 588.85	-\$93.85
I.H.S. Programs	\$ 250.00	\$ 82.17	\$167.83
Link Crew Program/Student Activities	\$ 250.00	\$ 123.92	\$126.08
Open House		\$ -	\$0.00
Newsletter printing, misc.		\$ -	\$0.00
Guide/Directory Printing	\$ 340.00	\$ -	\$340.00
Staff Appreciation Luncheon	\$ 1,700.00	\$ -	\$1,700.00
Staff refreshments(MorningMunch)	\$ 800.00	\$ 788.99	\$11.01
Discretionary Fund/Other	\$ 200.00	\$ 29.72	\$170.28
TOTAL EXPENSES	\$ 8,340.00	\$4,503.12	\$ 3,836.88