

South Anchorage High School PTSO
Board Meeting
November 10, 2016

Meeting was called to order by Kate Matheson, at 6:34p.m.

Present: Kate Matheson, President; Amy Carman, Treasurer; Tracy Wayt Secretary; Kersten Johnson, Principal; Niles Woods, Faculty Representative; Elizabeth Roberts, Membership; Haley Edmonson Student Representative; Frances Jones; Tammy Hogge, Hospitality; Robert McNaughton, parent and financial reviewer, Robert Wright, SAHS Operations Supervisor; Liz Eldridge, parent & School Business Partner; Allison Wayt, student

Agenda Approved

Motion to approve the Board meeting minutes from October made by Niles Woods and second by Amy Carman.

Business Partner Introduction: Liz Eldridge, The Spice & Tea Exchange

Located next to Fire Tap on Old Seward Highway. Offer student internships and opportunity for clubs to fundraise by gift wrapping booth, etc.

2015-2016 Financial Review: Robert McNaughton

Completed financial review for PTSO, found a vast improvement over the year before in transparency and procedures being followed, found only a few 'holes', all recommendations from last year have been addressed - things such as having QuickBooks on the cloud vs. a laptop hard-drive, documented processes, accountability/transparency of store deposits, etc. Amy Carman worked with Cindy Ljubicich and Kate Matheson on creating a document outlining our financial procedures. Robert to review the Treasurer Policies and Procedures and then he can write up the final report for our PTSO financial review.

Presidents report: Kate Matheson, President

Kate would like to invite our School Business Partners each month to Board Meetings, so we can learn about them, and strengthen our connection with them. She would like a list made of all SAHS Business Partners, discounts available and internship information and will contact Shelley Cooper for this information.

Kate thanks all for a great month, especially Tammy Hogge for coordinating Teachers Luncheon, MaryAnn Esplin for coordinating candy give-away, Michelle Hoskins and all school store volunteers for their hard work.

Principal Report: Dr. Johnson, Principal

Busy month, lots of 'overlapping' with sports ending and others starting. SAHS Peer Mentors were featured in a National Publication. Ms Williams, teacher, was selected to be on a 'best practices' panel in Arizona. Dr. Johnson was invited to DC to discuss being part of a two year commission on Social Emotional Learning (SEL). End result will be how academic standards and curriculum are integrated with SEL. One of three districts recognized nationwide.

(see www.education-first.com/library/publication/social-emotional-learning-students-needs-districts)

SAHS Drama, Debate & Forensics Team named to the top 100 clubs by the National Speech & Debate Association, for the 5th year in a row.

Parent/Teacher conferences had a good turn out, and went well.

At the Dance Committee meeting some ideas were brainstormed. Student Gov will take ideas and present a proposal to Dr. Johnson in hopes of another dance in the winter.

Teachers Report: Niles Woods, Teacher

All the Teachers appreciated the delicious lunch; multiple soups, salads and desserts. Niles is happy teachers are submitting mini-grant requests. Scott Mayfield received Art Teacher of the Year Award from Anchorage Education Association. Lee Butterfield received Alaska State New CTE Education Teacher of the Year Award.

There was a discussion to set aside money in budget next year to acknowledge when staff members get awards. Perhaps a “miscellaneous” category could be added.

Student Report: Haley Edmondson, Student Representative

Spirit Day coming up Red/White/Blue day 11/11; canned food drive for the Food Bank, winning hall gets ice cream Nov 14-18; This weekend: DDF tournament hosted by South. Student Gov are helping by timing rounds and bringing food. This is one of lots of positive things coming from the Student Activities Council. Next meeting is Dec 9th. Regarding the Dance meeting, kids want to continue to have dances, it's good to have the meeting to start the conversation and spread the word among the student body so kids know why the dances are in jeopardy. Student Gov is working on a plan. Student Idol went well. There were 15 students in the event. A freshman, Mile Mailealo, was fabulous and won! Next is 'Mr & Mrs Irresistible' on Dec. 1st, which is like a pageant, but funny. There's a talent portion, interview session, etc.

Next week South HS is hosting Student Advisory Board Meeting, comprised of a School Board Member, Superintendent, Representatives from each school (high schools, middle schools, secondary schools). Goal is to make positive changes through-out the district. Formerly, it was held at the King Career Center, now it will 'travel' to different schools. SAHS is the first to host. "Week of Giving" - first week of December. Each day will help/showcase a different entity. Athlete of the Week, both male and female as well as Student of the month to be recognized. Nominated by the sport or club. Total of four per month, will be featured on announcements. Other ideas for recognition being considered such as special parking spot, etc. Fashion Show went well, raised \$2,000 for breast cancer research. Emma Potter and Haley Edmondson went to Alaska Association of School Board's Youth Leadership Conference, to meet with School Board members and grow their leadership skills.

Treasurers Report - Amy Carman, Treasurer

- Meeting with accountant tomorrow, taxes are due next week.
- Balance: \$22,397.26 in checking. Kate to 'move' the \$67 to the checking account that was put in savings by mistake (bank's mistake)
- Question regarding budget was made regarding "donation" amount. Donation amount comes from people making donations when joining PTSO and throughout the year. One parent gave \$500 through their family business.
- Amy to research charge appearing on our statement for 'coin charge'. Not sure if it's due to foreign coins being deposited or all the change being deposited.
- <see printed report handout '2016/2017 Approved Budget'>
NOTE: money market account is closed, we have a savings account and a checking account.

Committee Reports:

- Membership: Elizabeth Roberts - 506 Members to date.
- School store: Michelle Hoskins, by email - \$54k YTD, down a bit from last year (last year stadium opening sold more apparel). Michelle will be setting up at Ben Boeke Ice Arena for Hockey Tournament. We are looking for someone to take over the apparel next year. Heather Clopton

is willing to be School Store Chair and Carla Wight will continue to do scheduling.

<see attached email update from M.Hoskins 11/9/16>

- Hospitality, Tammy Hogge Luncheon went well, about 80 people fed buffet style. Staff loved the individual invites. For next year need more help: 4 for set up and 4 for clean up. Room was crowded. PTSO closet is also very crowded. Need more room for apparel, decorations, etc. Dr.Johnson states storage has always been an issue.
- Candy Give-away - Kate states it went well

Mini-Grant Requests Niles Woods is Mini Grant Coordinator

- Robert Wright, SAHS Operations Supervisor, \$250.00 holiday dinners/recognition for custodians
A motion to approve \$250.00 for mini grant as written made by Amy Carman, Tammy Hogge seconds.
Approved unanimously.
>>discussion to add line item to budget in the future
- Laura Kimmel, Teacher, \$115.00 TI-84 Graphing Calculator for Studies Skills students
A motion to approve \$115.00 for mini grant as written made by Frances Jones, Amy Carman seconds
Approved unanimously.
- Steve Kemper, Teacher, \$1,819.90 Five Labquest 2 devices and charging station.
This is a small movable, mini-scale used in multiple chemistry classes.
A motion to approve \$1,819.90 for mini grant as written made by Amy Carman and Frances Jones seconds.
Approved unanimously.
- Lydia Frankenburger, Librarian, \$200.00 Lighting for studying area where the new furniture is located.
A motion to approve \$200.00 for mini grant as written made by Frances Jones and Amy Carman seconds.
Approved unanimously.

Mini-Grant Updates

- Stephanie Seward, original request Sept 8th Board meeting. Window covering solution. Tabled for more info/solution ideas. Now considering 3M Window film covering. Scott Oldani from Climate Control to send bid to Tammy Hogge.
- Carol McPherson, original request made and approved Oct 6th Board meeting for two campus directional signs. \$325 was original amount submitted/approved. However, total was over by \$74.66 due to shipping.
A motion to extend the grant to cover additional \$74.66 shipping costs was made by Tammy Hogge and Amy Carman seconds. Noting a better receipt is needed.
Approved unanimously.

New Business / Open Discussion:

Black and Gold Award Luncheon, Thursday Nov 17th, is in need of volunteers to help make it successful. Ms. Jackson is the person coordinating.

Request was made for a current list of all Clubs at SAHS, including details such as sponsoring teacher, when they meet, why they meet, what types of things do they do

Adjourned at 8:10pm by Kate Matheson