

**Please review the following minutes and report any corrections or additions to me.
Thanks!**

Judy

**Sanderson High School PTSA Board Minutes
August 7, 2006 Sanderson Media Center**

Meeting called to order by Pete Prodan, PTSA Co-President, at 7:05 PM.

Members Present: Ginger Boyle, Vivian Brendle, Anne Brooks, Gay Brothers, Diana Clarke, Karen Cook, Judy Dove, Ellen Frick, Tricia Hasenauer, Fran Holland, Phil Holland, Dana Judy, Tess King, Kathy Litsas, Rebecca Martin, Martt Munt, Virginia Parker, Pete Prodan, Chris Quinn, Colleen Remein, Janie Schaeffer, JoAnne Schauer, Anne Sherron, Kathy Swango, Cathy Zerbe.

Pete introduced himself and Co-President Anne Sherron to the Board. The members introduced themselves, their positions and their children.

Secretary's report: The minutes from the June 12 PTSA Board meeting and the July 24 Executive Committee meeting were distributed by incoming secretary Judy Dove via e-mail for review prior to the meeting. There were no corrections reported. Judy asked that anyone who did not receive the minutes give her their e-mail address so that they could be added to the list.

Principal's Report:

*Cathy Moore reported that Sanderson's enrollment is projected at 1,960. There are just over 2000 students in the database with appointments to enroll.

*Sanderson is fully hired except for one science teacher and a teacher assistant. We expect to start the year fully staffed.

*There is a correction to the start time for Sanderson on the Wake Co. Website. While the WCPSS website states that Sanderson's school day is from 8:05 – 3:00, it is really 8:00 – 3:05. Five minutes have been added to each school day, Monday through Friday, because on Tuesdays the day will start late, at 8:30. This late start each Tuesday is to allow teachers to meet from 8 – 8:30 a.m. with teachers of like-subjects/teams. Teachers will use this time to review curriculum, to compare and coordinate student progress, to streamline curriculum and to chart student progress. The focus is on progress and consistency so that students in same courses but with different teachers will get a comparable academic experience. The five minutes added to each day recoup the mandatory number of instructional minutes in a school year.

Three questions that teachers at Sanderson ask:

- What do we expect students to know?
- How do we know when they know?
- What do we do if they don't?

Tuesday arrival information:

- Students who drive or ride may arrive at 8:20.
- Classes begin at 8:30.
- No drop-offs before 7:30.
- At 7:55 when the bell rings, students have to go somewhere such as the media center, computer lab, breakfast, possibly the gym.
- Bells have been reprogrammed to accommodate the shifting of minutes on Tuesdays.
- Classes will end at 3:05 on all days including Tuesdays.

*Freshman Orientation Week was a success, with good attendance – maybe 500 first-time Freshmen. One additional orientation session will be held either the evening of August 23 (an abridged session) or on a Saturday (similar to original program), to accommodate families who did not come.

*Teachers return Wednesday, August 16.

*August 23 from 8:30 – 10:30 a.m. is Open House for incoming Freshmen.

*Ms. Moore thanked the PTSA for the generous gift to the school in the amount of \$7300. Half of this went to the Media center and half to purchase a mobile wireless lab. The Media center has a certain quota of books it needs to have, and partly due to technology (i.e. a 26 volume of encyclopedias = 26 books, but a CD with all 26 volumes on it = one volume) we were 2000 volumes short of where we needed to be re. The number of books required to be in a media center. We had a three-year plan but we will be able to be updated before the end of the school year due to the gift.

*There will be a Latin class offered this year.

*We have hired a new guidance counselor to replace Dr. Schmidt, who retired.

*We have hired a new P.E. teacher. There are 10 – 12 sections of weight training with about 35 students enrolled in each.

*There was a question re. Why track and field, and swimming, were not listed on the Sanderson web site on the athletic page. Ms. Moore explained that:

- The swim coaches have to decide together on a pool schedule so swimming is always listed later, and
- Track is waiting for approval to see if we will run tri-meets instead of dual-meets.

*The question about the candy machine (M&M's) was brought up. (see minutes from the July 24 Executive Committee meeting), as well as the fate of the scholarship fund. A health issue had been brought up in the recent past concerning if candy should be so readily accessible to students on campus. We are waiting for a decision. In the meantime, Ms. Moore brought up that the Pepsi revenue is \$20,000 yearly and it goes largely to buy student agendas and to refurbish computers and laptops. The "Wellness Issue" states that we must offer a certain number of healthy food choices at Booster activities. With drink machines, half of the offerings must be non-carbonated and non-soda. In addition, there are timers on the machines that turn the machines off from 7:30 a.m. – 3 p.m. (in the past, these timers just had to be set for lunch hours in order to not interfere with lunch sales). ***Until someone from Child Nutrition Services comes to explain how we will limit purchases of M&M's – such as installing a timer – we will leave the use of the candy machines status quo. Therefore, we will retain our candy machine committee chairs.***

Membership Report:

Tess King reported that 205 memberships have been sold:

160 parents, 1 administrator, 44 students

Membership intake = \$1435. Donations over membership fees = \$540.

Treasurer's Report: Outgoing Board treasurer, Pete Prodan, presented the proposed budget. The budget was e-mailed as an attachment prior to the meeting.

- The financial year is July 1 – June 30.
- The question was raised as to why Programs jumped from a \$500 budget to \$2500. It is because Cultural Arts will be rolled into Programs so those funds are redesignated to Programs. Cultural Arts had in the past provided assemblies but the number of assemblies has been reduced due to the needed number of hours for block scheduling.
- While excess money at the end of the year is always donated to the school as a gift, \$3000 has always been held in reserve for the candy machine “just in case”.
- Character Ed. Still does include funds for Lifesavers and Kudos.

Diana Clarke moved to approve the proposed budget and it was seconded by Colleen Remein. The budget was approved by the board. An abbreviated budget will be presented at Meet the Teachers Night.

Newsletter report:

2000 newsletters will be printed. One will be sent to Ann Hooker. The newsletter is 10 pages long this time. Discussion was held re. The possibility of sending the newsletter electronically. The decision was made to continue to send the newsletter via regular post, but also to post it on the Sanderson website.

Programs report: Anne Sherron introduced Colleen Remein who gave a report on Programs. She has prepared a survey to see what types of programs everyone is interested in. Instead of one or two big programs, the committee is looking into having several smaller programs targeting specific interest groups, such as parents of Freshmen, parents of Sophomores, etc. one example of a possible program is “Alive at 25.” A copy of the survey is attached. Colleen requested everyone on the board complete the questionnaire and either e-mail or return to her another way.

Colleen also reported that Lyn Carlisle had agreed to coordinate short programs to be given by various students, for PTSA meetings.

Judy Dove agreed to Co-Chair Reflections to get the program started with the understanding that someone must be found to take on the responsibilities beginning in late October.

Anne Sherron introduced and reviewed a new temporary Organizational Chart (attached) for the SHS PTSA. Its purpose is to avoid duplication of effort and to streamline communication, and to provide more efficient delegation of responsibility.

Kathy Swango brought up the idea of changing Fundraising committees to come under V.P. of Income. Virginia Parker suggested including membership in that and calling it V.P. of resources. Rebecca Martin suggested naming directors instead of chairs for some of the committees to see how it works. This Organizational Structure will be brought up again at the September PTSA meeting.

Election of Executive Committee was formalized. Virginia Parker moved, and Diana Clarke seconded, to elect the following officers (Pete had been elected at a previous meeting):

Anne Sherron (Co-President), Kathy Litsas (Treasurer), Colleen Remein (V.P. Programs), Rebecca Martin (Co-V.P. of Programs), Tess King (V.P. Membership), Judy Dove (Secretary).

These remaining executive officers were voted in by the board members in attendance.

Pete Prodan stated the need for volunteers to read and review by-laws. Kathy Swango, Virginia Parker, Pete Prodan, and Anne Sherron volunteered to be on the By-Laws Committee.

Virginia Parker announced that the Capital Bond would be voted on in November and requested ten minutes at a general membership meeting in September to speak in support of the bond. She also asked if the PTSA would endorse a resolution in support of the bond. Kathy Swango moved that a maximum of ten minutes be set aside during the September PTSA portion of the meeting on Meet the Teachers Night (Sept. 12) for Friends of Wake Co. Joanne Schauer seconded. The motion was passed.

Yahoo Groups: Diana Clarke plans to have Yahoo Groups posted once a week. There is a 6 p.m. Thursday deadline each week for the next posting.

Meet the Teachers Night is September 12 at 7 p.m.

The next PTSA meeting will be September 5 at 7 p.m. in the media center.

Future PTSA meeting dates (*Note that not all meetings are on Mondays.*) :

September 5
October 4
November 6
December – no meeting
January 2
February 5
March 5
April 11
May 7 (announced annual meeting)
June 4

Meeting Adjourned at approximately 8:40 PM

Respectfully submitted,
Judy Dove
PTSA Secretary