

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

Judy

**Sanderson High School PTSA Board Minutes
September 5, 2006 Sanderson Media Center**

Meeting called to order by Anne Sherron, PTSA Co-President, at 7:09 PM.

Members Present: Anne Brooks, Gay Brothers, Lyn Carlisle, Diana Clarke, Terri Culy, Judy Dove, Ellen Frick, Tess King, Kathy Litsas, Alice Midyette, Mary Munt, Virginia parker, Pete Prodan, Colleen Remein, JoAnne Schauer, Anne Sherron, Dale Warren A.P.

Secretary's report: The minutes from the August PTSA Board meeting, and committee reports, were distributed by Judy Dove via e-mail for review prior to the meeting. 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. Attachments will be e-mailed as Word and .rtf attachments but also copied and pasted into the body of the e-mails to ensure that everyone can read them.

Treasurer's report: Kathy Litsas reported that the actual monthly amount is correct for the past two months (July and August). She reviewed the current budget and breakdowns. The budget report will be attached to the minutes e-mail.

President's Report:

- Everyone is encouraged to join the PTSA.
- Project Graduation will be headed by Tricia Hasenauer and her daughter Laura.
- Harris-Teeter and M&M machine were discussed as fundraisers.
- Anne Sherron discussed Project Graduation and its history and merits.
- Dale Warren said that the graduation date and location have yet to be determined.
- We need a webmaster. Does anyone know of any possibilities? Perhaps a senior? There was discussion on what a student could have access to.
- Pete said that while there is interest among folk in being involved in Building and Grounds, we need a leader.
- Volunteer registration: anyone who wishes to volunteer in any way in the school needs to register with the school system on a school system computer. This includes faculty, staff, and returning volunteers.
- Spring and December Senior Receptions were brought up. We need a committee for the Senior Receptions. If you are involved in any of these receptions please contact Pete or Anne. Junior parents host for Senior parents.
- Anne Sherron discussed the Transitional Organizational Chart. (*see attachment*) She stressed the need for communication transition to next year's PTSA leaders whomay be new, since parents of seniors will be leaving. When the by-laws committee gets together, they can pull something in for next year so we can recruit for next year. She and pete stated that committee positions can be created immediately, but Vice President positions can be created only by Board approval.

- Diana Clarke suggested creating a Recognition V.P. to cover Scholarships, Lifesaver Awards, reflections, Awards, and Character Ed. The V.P. would not be expected to do all these things, but rather to make sure they are getting done, to oversee. We need a volunteer.
- Awards is still an unfilled position.
- JoAnne Schauer suggested that instead of a V.P., call it a chairperson or coordinator. That way it seems less intimidating.
- Diane Clarke suggested creating more specific job descriptions for each position so folk will know their boundaries and responsibilities.
- A.P. Dale Warren suggested spending some time identifying standard operating procedures for each position for the future.
- Diana Clarke suggested that each committee chair write what they see as their job description. Send these for collection to Judy Dove at kentdove@bellsouth.net with the subject "PTSA Committee Job Descriptions". Judy will collect these and send them to Anne.
- Terri Culy suggested giving members the following categories to remark on in order to facilitate this task: *materials required, key skills needed, key dates, time required, process description.*
- Rebecca Martin, Virginia Parker, and marty Munt will be on Leadership Team.

Membership Report:

- Tess King reported that 258 memberships have been sold:
- She needs help with membership for Meet the Teachers Night.
- 25% of the total came in the mail, indicating that putting the form in the newsletter worked.

Hospitality Committee report: Dana Judy reported that volunteers are being recruited via "old-fashioned" personal means.

Reflections report: Mr. Green will have Spartan Productions create a video to advertise the program. See details in committee report.

Scholarship Committee: Terri Culy discussed the positive effects of the PTSA scholarships and shared thank you notes from recipients with the board. Discussed ways to get the PTSA forms to seniors so more will be aware of the need to be a PTSA member to apply for the scholarships.

Programs report: Colleen remain brought up the Senior Search Project as one of the programs that provides help for seniors and their parents to get needed information. Kristin Curtis, a higher ed. Consultant, is willing to do this free for us. See details in the Committee reports.

Principal's Report: Dale Warren, A.P. reported:

- enrollment is in good shape; current enrollment is 1961; projected at 1964; official count will be on Friday
- currently fully-staffed; waiting on two clerical (already hired) to begin

- Tuesday morning late start has begun – so far successful. We still need some parent volunteers for morning duty – computer lab, cafeteria, auditorium, classrooms.
 1. Why late start in morning instead of afternoon?
 2. Supervision of students as they come onto campus in the morning is much more feasible than as they leave in the afternoon;
 3. All teachers who are coaches would miss PLC meetings
 4. research shows that planning time should come at the beginning of the day or during the day;
 5. Of the different schedules that were discussed, the one the Leadership team had proposed had the lowest cost, was the most realistic to implement, and provided 50 minutes a week every week for teachers.
- Virginia Parker said that the board was very positive about the a.m. time and that Sanderson might grow to be a model for this PLC arrangement.
- We have one parent volunteer from 05-06 whom we hope will continue on the SHS Leadership Team – Rebecca Martin. We have 2 additional parents who will have volunteered: Virginia Parker and Marty Munt. We are going to take suggestions and solicit some students names to work on the Leadership Team.
- Underclassman Picture Day is Wed. 9/20. All students must have their picture taken for student ID's – students who want to purchase pictures must bring money on the day the pictures are taken.
- Tues. 9/12 – “Meet the Teacher” program at Sanderson beginning at 7 p.m.
- Opt-out forms for the SHS student directory will go out to all students either in homeroom on Sept. 15 or maybe this week through first period.
- Coffee Chat – Fri. Sept. 22, in auditorium unless another location is found before then.
- Congratulations to Elizabeth Battle, Ass't. Principal for Instruction, for being one of five finalists for WCPSS Assistant Principal of the Year.
- Congratulations to Patrick Ballard and Clark Pixton, National Merit Scholarship Corporation Semi-Finalists, and to Vivian Maxwell, National Merit Scholarship Corporation Achievement Scholarship Semi-Finalist.
- Newsletter and Yahoo e-mail both look terrific – thanks!

Faculty Rep. Report: Lyn Carlisle

- will arrange for brief student presentations for PTSA meetings.
- Said that teachers see the PTSA as more than fundraisers. They love the food.
- Verified that student PTSA dues are \$7.00
- There is a request for parent volunteers to assist in cafeteria, media center, auditorium, and computer room on Tuesday mornings from 7:20-8:20.
- Lyn needs help with yearbook pictures on 9/20.
- Pete gave Lyn a list of volunteers. She will have her students call.

New Business: Virginia Parker discussed the resolution to support the Bond Referendum. Read more at www.WakeBonds2006.com.

- We need more seats for our kids. Wake has over 7000 more kids this year. Will be more next year.
- This bond is the cheapest way for us to provide for the schools – If the bond is not approved, provisions still have to be made, and an alternate bond may have to be put up, and may ultimately cost more.
- The bond is only telling the County Commissioners how to get money, and is not for or against year-round schools.
- Pete read the resolution to support the bond. It was passed unanimously by the board members present.

Pete passed out copies of “Spartan Traditions.”

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

The next PTSA meeting will be Wed. October 4 at 7 p.m. in the media center.

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

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 8:25 PM

Respectfully submitted,
Judy Dove
PTSA Secretary