

Minutes of the Northview High School PTSA
Executive Board Meeting
Tuesday, April 17, 2007

Sandi Rose, Co President, called the meeting to order at 7:05pm

Members in attendance were: Sandi Rose, Julie Pitman, Julie Meinert, Susanne Warren, Maria Orlando, Arlene Jerome, Ruth Petrillo, Martha Bernstein, Andrea Lutz, Deb Powell, Pam Casto, Kathy Elwell, Helen Eng, Suzi DiPietro, Julie Wang, Becky Beaver

Ruth Petrillo made a motion to approve the March minutes. The motion was seconded and passed.

Treasurer's Report

Jeri reported that as income, we have brought in \$113,549.46. We had budgeted to bring in \$119,554.00. We are just \$6000 off the budgeted number and both of the numbers that are still income coming in are very realistic. We will defiantly hit and probably go over our income number. We have two more checks coming to us from Publix. The last meeting was the budget adjustment meeting so there is nothing that stands out. Sandi asked if this budget reflected all of the money that has been moved which Jeri confirmed. Sandi reported that the budget still needs to be approved by the general membership to move it all. Jeri reminded the V.P.'s to check their mailboxes for checks frequently for reimbursement checks.

Principal's Report

No report.

Co-President's Report

Sandi Rose asked each VP leaving their position to put a notebook together if they didn't already have one for next year's board. For Co-VP's, there may be a need to have two notebooks if you oversaw different committees. Each notebook should contain what you did, what are your committee chairs and what each committee did or anything that will help your successors come up to speed. It doesn't have to be big; however something is better than nothing. Also, if there are files on your computer that might be useful to your successor, please copy them to a disk and include in your notebook. The next meeting will be held on May 15th with the old board and new board members. After April 25th, you can meet with any of your successors to transition. Sandi urged everyone to complete the transition before the next meeting as after May 15th it may be difficult. Maria Orlando read the roster of new board members: Co-presidents – Martha Bernstein and Susanne Warren; Treasurer – Freda Hardage; Recording secretary – Nancy Starks; Corresponding secretary – Julie Pitman; Co-VP's Membership – Felicia Gialenios, Karyn Parker; Co-VP's Communications – Molly Ruttle, Helen Eng; Co-VP's Hospitality – Donna McCarthy, Judy Marcopulos; Co-VP's Student Enrichment &

Recognition – Ruth Petrillo, Kelly Charles-Collins; Co-VP’s School Services – Gail Dowling, Jennifer Getzewich; Co-VP Student Services – Kim McNaron.

Communications Report

Martha Bernstein reported that Gracie Staples from the AJC probably will not return next year due to very heavy work commitments. Tracey Slauer, our MS Published expert may not return next year due to church commitments. The firm deadline for the final summer Titan View issue is May 16th except for anything pertaining to Project graduation or last minute news. The goal is to have the issue printed and in the mail by the second week in June. Last year, the summer issue was sent out on June 8th which seemed to work well as a lot of people hadn’t left town at that point. Martha encouraged everyone to send articles on what the PTSA has accomplished this year which would be a highlight. This will be the issue that all the freshman parents see. Martha also said that they shoot for 16 pages but if it needs to be 20 pages they were fine with that if it helps the PTSA spread the news on what has been accomplished. Also, the website is getting revamped throughout the school.

Hospitality

Kathy Elwell reported that they held the last new student breakfast today. Also, teacher appreciation is the week of May 7th. The committee will most likely repeat what has been done in the last few years which includes serving apples one day, pasties one day and salads on Friday of that week. Finally, we will have the Mexican Fiesta the Wednesday of exam week at 12:30pm. There might be enough money in the budget to give the \$5.00 Target or Starbucks gift cards to the teachers. Sandi asked that we make sure there is enough money left to cover the Welcome Back lunch held at the beginning of the school year. Kathy also reported that a massage place called about doing massages. Gift certificates may be made up and potentially raffled off for massages.

Membership Report

Sandi reported that there is nothing new.

School Services

Andrea Lutz reported on the following:

Career Center

The budget money will be spent.

Parent to Parent

Sandi reported that River Trail is the “brains” behind the program and that Northview tags along and offers the program once a year in the fall. This year, Cathy Marion who is the chairperson at River Trail needs to update this program to make it more current to today’s issues. Cathy has put in a request at River Trail to purchase the new program. The cost of the new program will be around \$890.00 which Cathy has collected donations from parents to offset the cost. Debbie Van Zee (Northview’s Parent to Parent chair) has requested that the \$100.00 left in her budget go towards the purchase of the new video which will still be 1/9th of the total cost of the upgrade since our parents benefit from this program. Last month we removed the Parent to Parent line item from the budget which

Jeri will re-instate. Andrea reported that Debbie also asked what should be done with the old materials. Sandi asked her to get in touch with Cathy and she can decide what to do with the materials.

Media Center

Andrea reported that they spent all but 91 cents. They purchased a color printer. Next years board can determine what role the PTSA plays in the Media Center.

Campus Beautification

Ron and Mr. Zervakos will finalize what needs to be ordered next week. Mr. Zervakos said that the spring hands on day will focus on cleanup and pine straw. In the summer, there will be one more special edition day to plant around the additional trailers. Andrea reported that Ron is guessing around \$150.00 will be spent on refreshments. Sandi asked Mr. Zervakos to forward up to \$2700.00 worth of receipts to Andrea, Jeri or herself.

Student Enrichment

Deb Powell reported that 634 letters were mailed out for the reception. Deb said that Sharyl doesn't know how this number compares to last years. Sharyl also thought the letter said that the reception was going to be held in the courtyard which is new this year. She also needs 10 volunteers. Sandi explained that for VIP night, students are nominated by the teachers. Also, the Legion of Honor students (3 semesters on the Principle's List) are recognized. Another event recognizes the Legion of Scholars (3 semesters on Honor Roll) who were awarded ice cream during school. Finally, there is Honor's Night which has typically last the longest and needs volunteers as well. Deb reported that Health & Safety did hold a blood drive last week but there wasn't enough time to do a skin cancer awareness program.

Student Services

Project Graduation

Pam Casto, co-chair for Project Graduation reported that there are currently 130 people registered (more than double the numbers who were registered last year at this point). Everything else has been done. The goal is to have 350 seniors register. There are 542 seniors and the hope is that 60-70% will participate. The budget reflects a ticket price of \$75.00 which covers everything (including a gift and a night of entertainment). After reviewing the budget numbers, \$40.00 per student will be spent on the gift. The fundraisers have all been completed. Every senior will go home with a gift they can hopefully use at college. Pam reported that Project graduation should be fine for next year and that the budget numbers need not be adjusted at this time. At this point, we need to talk it up with the kids. The deadline to register is May 1st. The backup plan is for the kids who register through the month of May to have extra gift cards from various companies to give as their gift but it may not be worth \$40.00. The committee is still looking for junior parents to serve as volunteers for the evening. There are two shifts to serve – 12:00–3:00am and 3:00–6:00am.

Drive Smart Program

Arlene reported that the drive Smart program was held on March 29th. There is one small receipt for \$8.00 for paper. The program was taped for viewing at different sessions to be held during the summer. Sandi reported that this year's program was shorter but very

impactful. Other schools attended the program as well. Mr. Haines will determine when the summer viewing dates will be held.

Old Business

No old business to discuss.

New Business

Sandi reported that we have been given another request from Mr. Zervakos for another AED (defibrillator unit) to be housed at the athletic field. We have the standard number we are supposed to have in the school which is three. Apparently most of the high schools in the area have four. The cost is approximately \$2000.00 per unit. Deb Powell suggested that we take the left over money from Health & Safety and use it to help purchase a new unit. Deb noted that she doesn't want Health & Safety to lose those funds for next year but at this late date, it doesn't make sense to schedule any additional programs for this year. Sandi suggested we move the excess funds from Facilities Enhancement to Health & Safety to cover the cost of the AED or take money from Health & Safety and move it to Facilities Enhancement. Sandi noted that the training is done by the county so no additional funds are needed. Jeri committed that Health & Safety would not lose the money they donate now when establishing next year's budget. Jeri noted that at last's month meeting, most of the money had been moved from each committee but asked if there were any other committees that thought they might have excess monies left. Deb noted that there may be extra money left from VIP night. Jeri reported that \$2600 was allocated to VIP night based on last years figure and \$1000 has been allocated to honors night. Sandi suggested that we leave those numbers alone for the time being and we will see how VIP night goes. Discussion was held on whether we had enough seed money for next years membership committee and Jeri confirmed that money was added so we should have enough. As far as the harp goes, to recap, we had \$4000.00 to spend (\$2000.00 from a private donation, \$2000.00 from corporate matching). We have spent \$1300.00 so far. A case has just been purchased for \$900.00. Over the summer they will regulate the harp which is \$300.00 and buy harp music which is another \$300.00 which leaves about \$1200.00 to spend. They know that the money has to be spent by August 1st or it will become general PTSA money. Jeri said that Facilities Enhancement had roughly \$5600.00 to spend. Sandi confirmed with Maria that the request from Future Problem Solvers via Kim Renner was for \$4000.00 to go to the national competition. Sandi reported that we have already committed to two trophy cases to Mr. Zervakos which is \$4000.00 out of Facilities Enhancement leaving us with \$1600.00. We have the request for the AED unit and we have to get a plaque for the memorial that comes out of our budget. Bottom line is that we don't have the full funding to do this. The concern with providing funds to the Future Problem Solvers is that it touches only four students. Maria expressed that maybe Mr. Zervakos' Academic Enrichment fund would be the right one to support their request as they work very hard each year. Sandi wasn't sure whether the Future Problem Solvers had attempted to get funds elsewhere first. She reiterated that it doesn't fall under the definition of Mini-Grants which has to touch over 200 students. Unfortunately there are so many groups who go to national competitions that it would be setting a precedent where every group would be requesting funds. Jeri reported that a few years ago River Trail had a similar situation. At that point, the state

PTSA Treasurer was contacted and the answer came back “no”, we cannot fund this type of activity. Jeri said she would try to contact the state treasurer to determine what the policy is regarding the request.

The next Executive Board meeting will be held on May 15th at 7:00pm in the PTSA Room 401.

The meeting was adjourned at 8:30pm.

Addendum #1 - The SPLOST Resolution was emailed on 1/22/07 to the board for review. Julie Meinert made the motion to approve the referendum. The motion was seconded and approved on 1/23/07.

Addendum #2 - Since we did not have a quorum present at our board meeting in February, three sets of minutes were sent to the board via email for approval on 2/26/07 (two general PTSA meetings (December & January) and then our general board meeting minutes from January). Martha Bernstein made a motion to approve all of the minutes. The motion was seconded and approved 2/27/07.

Addendum # 3 – An email was sent by Sandi to the board on 4/19/07 to spend \$1863.20 on a new AED, which will be funded from the Health & Safety line item AND to spend \$146.50 from Facilities Enhancement for the new plaque on the memorial. Ruth Petrillo made the motion to approve. The motion was seconded and approved on 4/20/07.

Respectfully Submitted,

Becky Beaver
Recording Secretary