

## Johns Creek PTSA Board Meeting Minutes

May 18, 2017

### Attendees:

Beverly Hansen, Denise Abramow, Lisa Shanklin, Nicole Adams, Deepa Lahoti, Kim Rutledge, Jen Zubler, Deepali Parikh, Claudette Clapper, Karen Blake, Tina Mitchell, Anna Seljan, Susanne Warren, Cindy Tromer, Sandy Garrett, Lisa Burton, Marcia Grimsley, Diane Kolosna, Sara Molchan, Liliana Brenner, Radhika Tulpule, Kim McDonald, Issure Chen, Emily Hackworth, Stacey Nelson, Alissa Glatter

The meeting was called to order at 9:40 am.

### 1. Presidents' Report:

- Beverly Henson welcomed Dr. Zoll who thanked everyone for volunteering and for the support of PTSA.
- Beverly Henson and Denise Abramow presented a slideshow which included our PTSA core values.
- Denise also explained the current issues with Ga PTA and explained that this doesn't impact us at JCHS
- Continued with presentation of "What we do at JCHS and how our PTSA organization functions"
- All committee chairpersons and board members are required to be members of Ga PTA. It will be an option for other parents, students, and teachers at JCHS for the 2017-18 school year.
- Where does our money go? 95% goes to school- other 5% goes to Ga PTA for dues and other operating costs. Denise explained one of our goals is to use our money to have the biggest impact.
- Board member expectations were described.
- Board members are expected to attend the back to school open houses on August 3 & 4 as well as grade level nights and curriculum night and attend all Board meetings.
- Template of "who does what" shows each VP positions' responsibility.

### 2. Notes from slideshow:

- PTSA communications- PTSA board will use new generic emails.
- Membership- new position for matching donations
- Administrative support- business partners- talk to Sandy Garrett.
- Grounds and facilities- school has negotiated a contract so PTSA does not contribute as much.

- Scholarships- seniors must be PTSA members to apply for scholarships.
- Student Activities- money for senior activities comes from senior activity fee which is a separate payment (\$85 per student- goes up to \$100 at end of year). It does not come out of PTSA funds. Only thing that comes out of PTSA funds is senior lunch for all seniors (regardless of senior fee payment or if they are a member of PTSA)
- Health services- would like to focus on increasing our communication of information and events
- Staff support- please show up at events- wear name tags
- We are a PTA National School of Excellence. Part of it is to welcome all people by reaching out to our non-English speaking community. Membership forms are provided in Spanish and Korean. We hold Korean luncheon.
- Legislation- two primary functions- 1. keep parent community aware of issues impacting our schools and 2. Voter registration drives as well as other events.

Capitol watch link on Ga PTA website- sign up for updates

\*See housekeeping notes on slideshow\*

\*\*\*Nicole will verify that all board members and chairs join Ga PTA\*\*\*

Poll about evening meetings- Denise will figure out logistics of scheduling several of our upcoming meeting during the day and others in the evening.

### 3. Approval of Minutes of April 11, 2017 meeting:

- A motion to approve was made by Jen Zubler and seconded by Cindy Tromer. The Motion carried.
- Nicole explained why minutes will be sent twice. Send Nicole any updates to roster.

### 4. Treasurer's report:

- Deepa will pass out budget so that VPs can see what they have to work with. Please submit any end of year requests by next Wednesday so that books can be closed. Please fill forms completely, get VP'S approval, and attach receipts. Petty cash form for things like tips and create a receipt.

### 5. Other business:

- Kim McDonald- needs volunteers for teacher lunch next Friday- 11:30 help with set up and clean up.
- Denise presented a token of appreciation to Cindy Tromer, our Past-President, whose youngest is graduating and to Beverly Henson rolling off as Co-President

- Committee chairs who don't get regular correspondence would like a calendar of events.
- Important to know your budget as well as guidelines- if you want to make changes to an annual event, get approval.
- Refer to current or former VP of your area for guidance.
- Newsletter- recognize scholarships and grant recipients.
- Nicole will email both last year and this year's roster to board members and committee chairs
- Nicole will get Bylaws which will be available in July