



SOUTHRIDGE PTO

PARENT-TEACHER ORGANIZATION

Southridge Parent Teacher Organization (PTO)
Southridge High School Booster Council Inc. dba Southridge PTO
Executive & General Meeting Minutes
Wednesday, October 9, 2019

A meeting of the PTO was held Wednesday, October 9, 2019 at 6:30pm in the SRHS Library.

Attendees included: Jen Moser & Ilirija Encinas– Co-Presidents, Maureen Wagner – Treasurer, Shannon Duffy – Secretary, Becky O'Malia – Volunteer Coordinator, Gina Spanu– Member at Large, Diane Scannell – Skymart Manager, Shawna Meyer- Grad Night Coordinator, Sunnie Hernandez- Apparel Manager and Kristin Greene – Staff Appreciation Coordinator. David Nieslanik – Principal. Wendy Fatz and Rachael Schoening- parents.

A quorum was present at this meeting.

Call to Order: 6:32pm

Introductions

Administration Update

- David reported that there are many conversations in the district about Back to School Night to determine why schools should have it, if parents liked it, etc. Southridge staff overwhelming liked the new structure. The district is researching ways to make it more interactive and get more parents to attend. It is being considered to move it to the third week of September.
- The district is creating a list of needs that will be presented to the community for feedback on how to utilize those funds in the Student Success Act. There is \$34 million to spend next year that cannot be used on capital items. Some considerations are the need for drug and alcohol counseling at the middle school level. Resources historically have been geared to upperclassmen at the high school level.
- Pre-forecasting work will begin next semester which rolls out to 8th graders in January.
- A lockdown drill happened today and students did well with the exception of the bathrooms being locked.
- There is less juuling taking place on campus this year over last year. A new program is being developed called VapEd which is designed to educate students and parents about the dangers of vaping and juuling. If a student is caught using these items, they will have to attend the VapEd



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class. The District will be changing all signage to include vaping and juuling is prohibited on school property.

- David feels that this has been the best start to a school year in 10 years. Students are stepping up and being great kids. There are currently 430 Freshman enrolled. There are several clubs available for students to choose from.
- Service Learning hours will be the focus of the Principal Chat November 7th at 6:30pm. Service Learning Day is scheduled 11/6 to introduce students to several organizations/projects they can access to earn those hours needed for graduation. More information and the Google form to submit completed hours can be found on the school website under Academics. The student's Advisory teacher also has the form.

Community Update

- Information Session Re: Service Learning
 - The next Principal Chat on 11/7 at 6:30pm will focus on Service Learning hours and provide parents with more information about requirements and how to earn the hours needed.
- Back to School Night
 - \$428.50 was sold in apparel and food during back to school night in Skymart.
 - Parents would prefer two sessions to make it easier to be able to meet all teachers on their student's schedule.
 - It was suggested to make one of the Break Out sessions about Service Learning hours.
- Open Board & Committee Positions
 - Jen stated that she was contacted by parents for two of the open positions with the PTO. Rachael Schoening volunteered to be the Co-Treasurer with Maureen.
 - A motion was made and seconded to appoint Rachael as Co-Treasurer. All attendees were in favor.
 - Another parent who has web design experience was interested in updating the PTO's website. Jen will reach out with the details. A few other parents expressed interest in helping with other tasks.
- ❓ Any parents interested in one of the open positions below can email president@southridgepto.com.
 - VP Marketing/Community Outreach
 - The Board is still recruiting for a Co-Treasurer who has Freshman or Sophomore students.
- ❓ Anyone interested in partnering any of the positions below, please email president@southridgepto.com.
 - School Dance Representative: Becky O'Malia



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- Staff Appreciation Coordinator: Kristin Greene
 - Apparel Manager: Sunnie Hernandez
 - Grad Night Coordinator: Shawna Meyer
- Upcoming Volunteer Opportunities
- Becky reported that Club Hope is looking for volunteers to assist students in the Hawks Nest food and clothing closets which will be open each Friday starting in November from 2:30-4pm. Students will be able to select items discreetly without needing to involve a school counselor or other staff member. Two volunteers will be recruited.
 - Two volunteers are needed for Picture re-take day from 7:30am-10:30am.
 - Becky will develop a blurb for the Quill to remind parents who want to proctor for IB exams that they need to have completed the BSD Background Check.
- Staff Appreciation
- Kristin reported that she received a list of upcoming staff appreciation dates. There was discussion about the number and type of events for the year and what the current PTO budget would cover. The next event is a staff breakfast on 12/9. Kristin will send out emails to ask for donated food items similar to the first staff event in August.
 - A Thanksgiving meal for staff is scheduled on November 26th. Kristin will meet with Mr. Traeger and David to let them know that the PTO cannot provide items for the Thanksgiving meal, but will provide a nacho bar for the staff celebration at the end of the year.
- New Grant Request
- Three new grant requests were received. Maureen reminded attendees that there was currently \$5,600 available in the grant line item.
 - **Grant Request #1-** \$500 was requested for a Veterans Lunch. Students in Social Studies programs and other classes will have the opportunity to hear what Veterans had experienced during their military service. The grant is to provide a sandwich lunch for those Veterans spending the day at Southridge speaking with students.
 - A motion was made and seconded. All attendees but one were in favor.
 - **Grant Request #2-** \$271.99 was requested by the Sped program asking for color printer that will be used by several groups to print classroom visuals, curriculum material and peer mentoring projects. Students with disabilities rely on visuals with colors to learn. Pictures replace words for students who are unable to read. Refill ink for the printer will be funded by alternative sources. The printer will benefit 40+ students each year.



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- After much discussion, it was agreed that the Board would get more information before deciding on the request.
- **Grant Request #3-** \$1,485 was requested by the Junior English Department so 235 students could use the program Membean which will help improve writing and testing for students.
- A motion was made and seconded to approve after verifying with the District that the program currently meets BSD criteria. All attendees were in favor.

Old Business

- Motion was made to approve the PTO minutes from September 11, 2019 and seconded. All attendees were in favor.
- BSD Officers Workshop 9/16 Report
 - Shannon reported that Steven Sparks was in attendance and reviewed Facility use and costs for activities after 4pm that are not school events. Requests for building use need to be made three weeks in advance of event date in School Dude for approval.
 - The meeting applied more towards elementary and middle schools that have a lot of evening events not sponsored by the school.
- PTO Activities Sign Up
 - Ilirija explained that this is a document for Board members to sign up for activities that require Board members to be in attendance. She asked that Board members add a phone number next to their name on the sign up.
 - Becky will add shifts in the volunteer system to recruit help for setting up and taking down the apparel booth.

Treasurer's Report – Maureen Wagner

- Maureen reviewed a grant request submitted by Marci Addy on behalf of the ELA department for the amount of \$482.52. The grant would be used for books for the Freshman ELA classes as part of a unit on Resistance Fighters during WWII. The books will be used this year and in future years as well as shared with other schools if needed. The grant was approved at the September meeting, but some of the book prices had increased. The Board agreed to increase the grant approval from \$482.52 to \$494.69.
- ☐ Maureen reported that income from Skymart is high.
- ☐ Square fees for the register are increasing November 1st. Fees will increase to 2.75% from 2.6% and will include a \$.10 cent per transaction fee. Currently 84% of transactions have been charged the \$.25 fee imposed by the Board due to the transaction being below the \$5 card purchase minimum. There was discussion as to whether or not to increase prices for specific items to eliminate the minimum purchase fee or leave it as is.



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- ❑ To date income from apparel sales is at \$4,300 with \$1,000 going back to the athletic department for the apparel the PTO is selling on their behalf.
- ❑ Write a Check campaign donations are low this year. The Board will post donation reminders on social media and in the Quill requesting that families donate.
- ❑ Maureen and Rachael will investigate if the verbiage on the donation form needs to be edited to see if the thank you gift value needs to be shown so it can be deducted on donor taxes.
- ❑ Quickbooks and payroll fees will increase for the year.

Skymart Report – Diane Scannell

- Diane thinks that having access to the volunteer system is working ok, but she would like to receive emails of volunteers who are declining shifts. Shannon will figure out how to activate the notification emails for her.
- Business is going well. The hand truck for deliveries has been damaged and she would like to replace it. Maureen will see if there are funds available to purchase a new one.
- Diane has decorated the store for Halloween. The kids will be able to Trick or Treat at the store, but must say "Trick or Treat" to get a treat.
- Troy, the Coca Cola rep, gave Diane spring loaded trays to use for the Coke products which make stocking the Coke items easier.
- A Tools for School order will be placed earlier than previous years to purchase cookies, fruit snacks, etc.
- Stacy Mixx had her class sign a thank you card for a grant request last year. The thank you card will be posted in Skymart.

Apparel Report - Sunnie Hernandez

- Sunnie reported that the new inventory was received: (10) baseball caps, (10) beanies, (10) visors and (12) blankets. There have been a lot of requests for socks from youth sports. Approximately \$150 in inventory has been sold at youth sports events this year.
- Collaboration with Work Experience Program @ SRHS
 - Ilirija reported that a staff member at SRHS can print screen for low cost and without minimum quantities required. The program is for adults who are learning skills to get back into the workforce. The PTO will further investigate to see if this would be a good option for the printing of future Skyhawk apparel.

Volunteer Report –Becky O’Malia

- ❑ Homecoming Dance Feedback
 - Becky reported that the dance was well attended and went smoothly. There were several volunteers to help with coat check-in and the water station.



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Grad Night Committee Report – Shawna Meyer

- The first meeting was held last week with approximately 10 attendees. Many parents signed up to assist with tasks.
- Senior shirts are being researched; Whole Foods Day; Dining for Dollars to fundraise for grad night. Moving the flock of “squawks” signs will be left to students instead of a parent volunteer.
- A venue has been secured for the all-night grad party and Shawna will forward the signed contract to Maureen. She is also reviewing estimates from party planners.
- Several tickets have already been sold. Ticket prices have increased due to a lower number of Seniors this year. When paying for tickets online, there isn’t a space to indicate the student the ticket is being purchased for. Ilirija will review the Square form to make sure that a notes section for the student’s name is included.

New Business

- ☐ AVID Student Fundraiser
 - After much discussion, the Board will advise AVID that we will not allow them to fundraise in Skymart as we would have to allow all clubs the same opportunity.
- ☐ A request for a donation of \$1 Skymart Cards to SRHS Administration for students in need and to recognize student teacher aides. The Board agreed to provide 25 one-dollar cards to start.

The next General Meeting is scheduled for Wednesday, November 13, 2019 at 6:30pm in the Library.

Adjourn: The meeting adjourned at 9:16pm.