

Myers Park High School PTSO Executive Board Meeting

December 13, 2019

In attendance: Catherine Hensley, Shelby Patrick, Katharine Bolt, Beth Moss, Stephanie Cline, Mandy Rencher, Sherese Smith, Allyson Davis, Kathryn Griffin, Dawn Jeffries

1. Call to Order
2. Minutes from the November 8, 2019 Exec Meeting were approved via email.
3. Principal Report (Allyson Davis)
 - A. **Important Registration Dates**
 - 12/16/19:** Registration Information Posted to the [Student Services Website](#)
 - 12/16/19 thru 12/18/19:** Counselors Visit Semester 1 English Classes to Distribute Registration Cards & Answer Questions.
 - 2/3/20 thru 2/7/20:** Counselors Visit Semester 2 English Classes to Distribute Registration Cards & Answer Questions
 - 2/6/20:** AP/IB/STEM/CCP Program & Fair (6:00 PM – Auditorium)
 - 2/11/20:** Online Registration for ALL Students (Block 3)
 - 2/12/20 thru 2/26/20:** Individual Meetings with Counselors to Review Courses/Make Changes.
 - 3/5/20:** Rising 9th Grade & New to MPHS Open House & Curriculum Night (6:00 PM – Auditorium)
 - 3/23/20 thru 3/27/20:** Non-CMS Registration
 - 6/11/20:** PowerSchool Closes for Families (Re-Opens in Mid-August)
 - B. Core departments have had a common planning for one period a day; next year there will be common planning time for PLC. This will help with a variety of issues such as departments covering absent teacher's classes and classrooms will be open for floating teachers. Department meetings will take place after school.
 - C. Information will be updated to website by December 16
 - D. A few new classes offered beginning next year will be Python Computer Programming, IB Politics, AP US History available to 9th graders, as well as changes to IB Math Courses (mainly name changes).

E. Beginning next year, a new Personal Finance course will be required for all incoming 9th graders. The sequencing of World History, US History, Civics/Econ, and Personal Finance is TBD.

F. Final Exam Schedule is posted:

Thursday, January 16 – Block 2 Final Exams

Friday, January 17 – Block 3 Final Exams

Monday, January 20 – Holiday (No School)

Tuesday, January 21 – Block 1 Final Exams

Wednesday, January 22 – Block 4 Final Exams

G. There is a new 504 coordinator. We have the largest number of 504s for any high school. Counselor will remain the counselor, but the 504 person will manage the 504.

H. Peets Guice begins social worker position on January 3. Interviews being conducted for new Dean of Students.

4. Treasurer Report (Beth)

a. Cash Balance is \$215,297. Income and Expenses are detailed in attached report.

b. Grant Requests

i. Staff labor for Amanda Roberts \$1,000 for management of auditorium, Motion approved.

ii. Facilities for Daryll Witherspoon, head custodian - wants to purchase new upright vacuums @ \$400 each, total \$800. Motion approved.

c. Budget Changes- The following were approved:

i. Staff Labor - \$5,000 moved from Academic Support to support sub costs.

ii. Afternoon Academy - \$2,200 from unallocated for bus passes typically covered by CMS.

iii. Staff Labor - \$2,000 move from Facilities to Staff Labor for groundskeeping

iv. Staff Labor - \$1250 moved from Student Performance Incentives to cover teacher time during Exam Blitz.

d. Wish List Funding

i. Discussion about prioritizing the wish list items.

ii. Great need for AED in auditorium \$1,400. Motion approved.

iii. Holiday staff gifts- We will add \$1000 from unallocated.

iv. There is a lower priority for Helios for math building and Phase 4 lighting.

- v. We need more information about the location of 8 more flags.
- vi. Auditorium Chair Replacement: We would like to work to replace rows of seats in the auditorium. Can the Foundation help to fund this project? Allyson will ask Mark to get a quote from CMS.
Possibility to have a fundraiser to sponsor seats / rows.

e. Benefit Report - There are recurring expenses that we cover. Beth shared what we have spent more than \$2,500 and asking if the board has any questions about the expenses. None required additional information.

1. AA Bus Passes - \$3,300
2. Punch Alert \$7,600
3. Traffic Control \$2,600
4. Staff Gifts \$5,200
5. Staff Supplies \$18,200

5. Annual Fund Report (Stephanie, Katharine and Shelby)

- a. Total contributions \$207,524
- b. Net Deposits \$213,945-- 107% of budget
- c. Campaign Total \$237,540-- 119% of goal
- d. Katharine and Shelby sent Giving Tuesday emails and will publish list of donors.

6. Update from other groups:

- a. SLT (Beth) - School Improvement Plan completed and submitted; group now looking at comments from last Parent Survey.
- b. IB Parent Board (Ana or Dawn) -
 - i. Katie Willett has asked for our help to run a survey in the Mustang Express. Need details when ready.
 - ii. IB has \$1,000 set aside for sub pay that they will need to discuss.
- c. Mustang Club (Beth) - frustration with baseball fundraisers (out of season, too many, player goals too high, participation required before making the team, communicated as required to attend practice, lack of communication with concessions and band, etc.) all of which was raised to previous leadership and no "improvements" have been made. Also not fundraising but requirement to buy "kit" prior to making team. Concession policy drafted to provide penalties and incentives (will likely be implemented next school year). Working on adding to the Mustang Club policy and procedures - financial, fundraising/sponsorship, and concessions policies.

- d. MPHS Foundation (Katharine or Catherine) - Art for the Park is February 1. They are working to get sponsors for the event this year and are working to include student art this year. George Climer encouraged Foundation Board to support PTSO. CMS is not funding Mustang Matters so Foundation will cover and fund this. Allyson Davis shared information about counselors.

7. Old Business:

- a. Prospective Parent Meeting and Tour - Well organized and good speakers. Not as well attended. Suggested it start a little later next year.
- b. Staff Appreciation Holiday Party - Held at BrickTops and was a fun event.
- c. Exam Blitz teacher pay - We will cover this expense.
- d. Reimbursement for Subs -Sub Coverage Pay continues to be very high. We have been paying teachers to cover classes internally. It seems to be causing problems and challenges. Recommendation to administration is that we need to stop the program at the end of the first semester and not continue in the future. Conversation about how it could possibly be done with more clear parameters. A reasonable parameter could be that a teacher has put in for a sub following the procedure, no one picked it up, and now we are having to call in for a teacher to cover - not on Mondays or Fridays. This puts a lot of work on Liz James who is coordinating this. Department chairs had been coordinating subs in the past. Subs are now being asked to work all four blocks, they are not having a planning period.

8. New Business:

- a. Financial Review and Nominating committee discussion -
 - i. We need 3 people for Financial Review Committee (and a 4th as a backup)
 - ii. Recommendation to ask Ashley Hewitt, Lauren Ball, Linda Terrell with Carol Giardi as the back-up alternate.
 - iii. We need 3-5 people for the Nominating Committee Members.
 - iv. Recommendation to ask Ghazelle Johnston (AG), April Whitlock (Sedgefield and Piedmont), Nichelle Weintraub (Selwyn and TES), Carol Giardi (CCDS), Shelby will confirm Carmel suggestion.
- b. Senior Exit Projects - CMS had continued to do senior exit projects after federal funding had stopped; now CMS will not continue to fund

this. The students this year will still do their projects but present them in class.

c. Holiday Outreach Project - donate by Dec 16

9. Other Upcoming Dates:

December 20 - Last day of school before Holiday Break

January 6 - Back to School

January 10 - PTSO Exec Meeting at 9:00am

January 14 - Prospective Parent Tour at 9:30am

January 16 - 23 - Final Exams

January 17 - PTSO Committee Chair Meeting at 9:00am, Art Gallery

January 20 - No School (Holiday)

January 23 - 2nd quarter ends

January 24 - No School (Teacher Workday)