

Walt Whitman High School

PTSA Meeting Minutes

September 15, 2009

Welcome

PTSA Co-President Vicky Strella welcomed everyone. Corrections were made to the Upcoming dates listed on the Agenda noting that Whitman Clubs Night is at 7 pm and the addition of the Battle of Classes on October 1 at 7 pm. (Agenda Attached)

Approval of May Minutes

May Minutes were approved.

Student Government Report

Aaron Schifrin, SGA President, announced plans for Homecoming which is October 1-3, 2009. October 1 is Battle of the Classes, October 2 is the football game and October 3 is the Homecoming Dance from 8:30-11:30 pm. Classes will also be decorating the hallways on September 29 until 10:30 pm. All students are welcome to participate. Chaperones are still needed for the Homecoming Dance and may contact Faculty Advisor Sheryl Freedman. Schifrin encouraged students to attend Whitman Clubs Night, especially those transitioning as new students. SGA has launched its new website which is www.WhitmanSGA@gmail.com. Emails may be sent to the suggestions box or directly to Schifrin at aaron.schifrin@gmail.com.

Principal's Report

Introduction of Administrators. Dr. Alan Goodwin introduced Administrators Dr. Kathlyn Carroll, Mrs. Kathy McHale, and Mrs. Jennifer Webster. Each Administrator explained their duties and responsibilities.

Enrollment/Staffing. Dr. Goodwin noted that it has been a smooth opening. The projected enrollment was 1876 with the current student enrollment at 1950. Dr. Goodwin complimented the parents and students for not requesting class changes because given the present enrollment, these are impossible to meet. He noted the loss of a Latin teacher; therefore, Latin had to be canceled. The Food Trends (cooking class) no longer meets the technical education requirement, therefore, as interest in the class dropped, it was canceled.

Facility. Physical improvements over the summer included extensive painting. Further, renovations were made to the light and sound system in the auditorium. MCPS paid \$100,000 for the electrical improvements and the Whitman Foundation paid for the sound system. The former Food Trends classroom has been made usable as a classroom but still needs further renovations. The windows in the front of the building were tinted in order to reduce glare and conserve energy.

Sports. Dr. Goodwin reported that the sports teams are off to a good start with a large turnout for each team including the Junior Varsity football which has 71 players. He also noted that some players have suffered injuries.

Power Outage. Whitman and the surrounding neighborhood lost power on September 10, 2009, at approximately 6:30 am. Students and faculty were gathered in the stadium. Power was restored at approximately 7:45 am at which time the students resumed their normal classes.

PSAT. PSATs will be given on October 14 to 9th, 10th, and 11th graders. Freshmen will take a practice test that will not be officially graded in order for them to become familiar with the test. The PSATs for Sophomores will be paid for by Montgomery County. Juniors are to pay a \$13 registration fee for the PSAT. Dr. Goodwin encouraged all students to take the PSAT as it will identify strengths and weaknesses. Seniors will not be taking the PSATs and will not have to report to school until 10:30 am or they may report to the Media Center or Career Information Center.

September 17 Football Game. Dr. Goodwin noted that because Pyle Middle School's Back to School night coincided with WWHS's football game on September 17, one additional security guard would be employed, bringing the total to four and 80 parking spaces would be reserved for Pyle parking.

Treasurer's Report

Report for FY 2008-2009.

Janice Mehler, outgoing Treasurer, presented the Report for Fiscal Year July 1, 2008, to June 30, 2009 (Attached). Ms. Mehler noted a drop in PTSA membership, therefore, the income was not as anticipated and expenses were reduced. Because there was a holdover amount from 2007-2008 unspent funds, important items were still fully funded. At the end of the 2008-2009 school year, the PTSA donated \$5000 from One Time Grants and an additional \$1000 from Classroom Grants for a Promethean Board, including installation and training. Payment for state and county PTSA dues was less because the number of members had declined. The fee for Lloyd Thacker's presentation at Whitman was offset by attendee contributions, and the three sponsoring schools (Whitman, Walter Johnson, Wootton) paid only \$280 each.

Questions and Issues.

- Dr. Goodwin reported that Denchfield's Landscapers contributes the flowers in the front of the building.
- While teacher PTSA membership is low, Dr. Goodwin attributed this to lack of marketing to the teachers, and that while dues are \$5 for a teacher membership, staff has not had a raise in two years. Dr. Goodwin will advertise the teacher memberships to the staff.
- It was explained that restricted expenses were for the soccer team banquet which is paid in advance and then reimbursed, thus, there is no loss or gain.
- The expense of the WWHS newsletter and postage was questioned because 93% of families subscribe to Whitnet. It was explained that print costs were lower than the previous year, and

that two of the four newsletters are mailed to all WWHS families in order to be all inclusive. This issue will be reviewed next year.

- The question of whether the budget can be placed on-line prior to the meeting will be reviewed.

Report for FY 2009-2010.

Shelia Duncan-Peters, current Treasurer, presented the Proposed Budget for July 1, 2009, to June 30, 2010. Ms. Duncan-Peters reported that on-line membership was strong and if the membership and contributions increased, there will be flexibility to increase budget amounts. Should there be a significant increase over what is projected then changes will be presented in future meetings. A motion was made and seconded to adopt the budget. The motion passed.

Membership Report

Debbie Flack, Vice-President for Volunteers, reported that on line membership currently totaled \$5999.94 with over 200 families registered. Data for online membership is 82 families for 9th grade; 63 for 10th grade; 74 for 11th grade and 55 for 12th grade. Back to School Night membership dues are still being processed. These numbers will be available at the next PTSA meeting. A question was raised whether it was feasible for the teachers to be registered members of the PTSA without requiring them to pay. Dr. Goodwin noted there are 142 teachers out of 200 staff. A suggestion was made to add teacher sponsorship to the membership drive next year. A reminder was made that if you are not a PTSA member, you are not able to vote.

Volunteer Report

Karen Finucun Clarkson and Susan Scholl, Vice Presidents for Volunteers, reported that all committees have chairs with the exception of Traffic Safety. Dr. Goodwin noted that the traffic light at River and Braeburn is a pending issue. Parent volunteers are still needed for subcommittees for 9th, 10th, 11th, and 12th Grade Networking meetings; International Night; and Prom. Volunteer opportunities also exist for “Done in a Day” such as affixing labels for the Viking Voice Newsletter; providing food for Staff Appreciation; and International Night and the Festival of the Arts.

Post Prom Report

Brenda Zimmerman, outgoing Post Prom Chair, reported on the 2009 Post Prom. Ms. Zimmerman explained that Post Prom is a free event held after the prom with a goal of keeping students safe. Students attend Post Prom who may not have attended prom. This committee was not traditionally under the umbrella of the PTSA but as of the mid-2008-09 school year, it was. Last year the Yard Sale component was replaced by the Capitol Steps which raised twice as much money as anticipated. Six thousand dollars of the extra funds raised will be used to purchase a new floor covering for the gym and LCD projectors to be used for the raffle and for classroom use during the school year, and \$2000 was donated to our sister school, Wheaton High School, for their post prom account. Heitzi Epstein and Jody Green, 2009-2010 Post Prom Chairs, were introduced.

Parent Council Representative

Cheryl Ibanez was introduced as Whitman's NAACP Parent Council Representative. Ms. Ibanez read the mission statement and reported that she will have a report following her attendance at the meeting.

Stress Busters

Anne Hollander explained that Stress Busters is a subcommittee of the Counseling Advisory Committee that works with administration and the Counseling Department to promote a calm environment. Sixty students and parents attended a recent workshop, Support for Study Skills that was organized by Stress Busters. Due to its popularity, another Support for Study Skills workshop may be held. Hollander reported that a new club formed by students, Students Anonymous Club, is to reduce stress. A book discussion on parenting is being considered for either *The Good Enough Teen* by Brad Sachs or *The Overachievers* by Alexandra Robbins. Tip Sheets are available in the Counseling Office and a link to these will soon be added to Whitnet. A suggestion was made to remove a list of average SAT scores for colleges currently posted by the cafeteria.

New to Whitman Committee

Catherine Remijan, Chair, explained that the New to Whitman Committee welcomes new students to Whitman. Volunteers act as parent liaisons by being paired with new parents.

Festival of the Arts

Lisa Levine explained that the Festival of the Arts is a two day event held in the gyms in May. Volunteers are needed.

H1N1

Dr. Goodwin stated that WWHS had the first reported H1N1 case to the Health Room. The student was sent home and asked to be evaluated by their personal physician. Students with H1N1 are to report to the Health Room when returning to school. Seasonal flu shots are offered at the elementary schools. A WWHS parent may offer the seasonal flue shot at the October PTSA meeting.

New PTSA Officers in attendance were introduced including Peter Hobby, Corresponding Secretary and Whitnet Moderator, and Rebecca Kahlenberg, Co-Recording Secretary.

There was no new business and the meeting was adjourned.

Respectfully submitted,

Catherine A. McMullen, Co-Recording Secretary

WWHS PTSA

Meeting Agenda - Sept. 15, 2009 – 7:30 pm

Welcome- Vicky Strella, Sue Kanter, Co-Presidents

Approval of May Minutes

Rebecca Kahlenberg, Catherine McMullen, Recording Secretaries

Student Government Report

Aaron Schifrin, SGA President

Principal's Report

Dr. Goodwin

Treasurer's Report

Final Report 08-09 PTSA budget – Janice Mehler, 08-09 Treasurer

Proposed 09-10 PTSA budget – Sheila Duncan-Peters, 09-10 Treasurer

Membership Report

Sharron Brossi, Debbie Flack, VPs for Membership

Volunteer Report

Karen Clarkson, Susan Scholl, VPs for Volunteers

PTSA Committee Reports

Report from 08-09 Post Prom Cte – Brenda Zimmerman, Co-chair

Introduction of new committee chairs and reports

New Business

Adjournment

Upcoming dates:

For details on dates below and others, go to Whitman Calendar Central:

<http://www.montgomeryschoolsmd.org/schools/whitmanhs/general/calendar.shtml>

Sept. 16 – Seniors and Parents College Meeting, 7:30 pm, Auditorium

Sept. 22 – Whitman Clubs Night, 6 pm, Cafeteria 7-9 pm

Sept. 23 – Meet the Counselors Breakfast, 9:00 am, Courtyard

Sept. 28 – No school for students and teachers (Yom Kippur)

Oct. 1 – Battle of the classes, 7 – 10:30 pm

Oct. 2 – Early Release Day, K-12

Oct. 2 – Homecoming Football Game

Oct. 3 – Homecoming Dance, 8:30 – 11:30 pm, Gym

Oct. 12 – School Visitation Day, K-12

Oct. 14 – PSAT administered during school hours

Oct. 16 – No school for students and teachers (Maryland State Teachers Assoc. Convention)

Oct. 20 – PTSA Meeting, Media Center, 7:30 pm

Oct. 30 – First Marking Period Ends

2009-2010 PTSA Meeting Dates

Sept. 15

Oct. 20

Nov. 17

Jan. 19

Mar. 16

May 18

Walt Whitman High School PTSA
Treasurer's Report for the Fiscal Year July 1, 2008 - June 30, 2009
Proposed Budget for July 1, 2009 - June 30, 2010

	<u>Actual 08/09</u>	<u>Budget 08/09</u>	<u>Budget 09/10</u>
Cash on Hand¹	10,394.06	9,707.37	3,213.31
Income			
American Plant sales	174.26	0.00	
Balance Adjustment²	9.97	0.00	
Dues and Contributions			
Contributions	10,666.00	14,900.00	11,000.00
Family Membership	17,850.00	24,000.00	20,000.00
Student Membership	1,375.00	1,000.00	1,000.00
Teacher Membership	60.00	100.00	100.00
Total Dues and Contributions³	<u>29,951.00</u>	<u>40,000.00</u>	<u>32,100.00</u>
Interest	8.61	5.00	5.00
Restricted Contributions⁴	<u>3,170.90</u>		
Total Income and Cash on Hand	<u>40,537.90</u>	<u>49,712.37</u>	<u>35,318.31</u>
Expense			
Administration	31.45	125.00	100.00
Bank fees	166.40	0.00	75.00
Building Appearance & Security	1,850.00	2,800.00	2,800.00
Dues to County, State PTA	4,250.00	5,500.00	4,400.00
Festival of the Arts	1,000.00	1,000.00	0.00
Guidance Advisory Committee⁵			1,000.00
Stressbusters speaker	407.62	1,250.00	
Guidance Advisory Committee - Other	951.03	1,000.00	
Total Guidance Advisory Committee	<u>1,358.65</u>	<u>2,250.00</u>	
Insurance (Liability)	166.00	200.00	179.00
Intercultural	145.67	200.00	100.00
Library Book Fund Media Center	1,300.00	1,300.00	800.00
Membership	0.00	500.00	250.00
Networking	49.33	400.00	150.00
Newcomers	266.92	400.00	400.00
Newsletter Printing	2,818.78	4,000.00	3,000.00
One Time Grants	5,000.00	5,000.00	1,000.00
Organizational Gifts	288.97	600.00	500.00
Postage	1,706.88	1,500.00	1,500.00
Principal's Fund	5,000.00	5,000.00	5,000.00
Professional Enhancement Grants	2,965.00	3,500.00	2,000.00
Program & Classroom Grants	1,599.67	2,500.00	1,000.00
PTSA Presidents Fund	458.50	500.00	300.00
Restricted Expenses⁴	<u>3,170.90</u>		

Walt Whitman High School PTSA
Treasurer's Report for the Fiscal Year July 1, 2008 - June 30, 2009
Proposed Budget for July 1, 2009 - June 30, 2010
(continued)

	<u>Actual</u>	<u>Budget</u>	<u>Over Budget</u>
Staff Appreciation			
End of Year Luncheon	2,500.00	2,500.00	2,500.00
Staff Appreciation – Other	<u>1,195.94</u>	<u>1,500.00</u>	<u>1,300.00</u>
Total Staff Appreciation	3,695.94	4,000.00	3,800.00
Student Activities	644.76	700.00	500.00
Technology	1,723.95	2,500.00	1,500.00
Whitman Clubs Night	<u>837.72</u>	<u>700.00</u>	<u>700.00</u>
Total Expense^{6, 7}	<u>37,324.59</u>	<u>45,175.00</u>	<u>31,054.00</u>
Net Income	<u><u>3,213.31</u></u>	<u><u>4,537.37</u></u>	<u><u>4,264.31</u></u>

Treasurer's Notes:

1. Unlike the actual cash on hand, the budgeted cash on hand does not include money in the postal account used for mailing the Viking Voice.
2. The balance adjustment of \$9.97 is a discrepancy in the postal account that I have so far not been able to track down.
3. The shortfall in dues and contributions of about \$10,000 was likely to be attributable to delays/omissions in the summer mailing as well as the downturn in the economy.
4. The restricted contributions are for a sports event that the PTSA pays for in advance and is fully reimbursed for. It is shown above but is not included in budget calculations.
5. Starting with the 2009/10 school year, the Guidance Advisory Committee is known as the Counseling Advisory Committee (CAC). Stressbusters, which remains under the CAC, had a separate budget in 2008/09 to account for a major program with a paid guest speaker. In 2009/10 Stressbusters expenses are included in the CAC budget.
6. Major sources of reductions in expenses are donations from the audience for the Stressbusters speaker, finding a cheaper printer for the Viking Voice, and reduced PTA fees to the state and county as a result of lower membership.
7. Unless there is a major increase in membership dues and contributions, the 2009/10 budget will have to reduce expenses further. Ending the year with a \$7,000 reduction in cash reserves is obviously not sustainable beyond 2008/09.