

George C. Marshall PTSA
Board Meeting Minutes
March 10, 2015

Attending: See Attachment A

Meeting: The Meeting was called to order at 7:08 PM.

The minutes from the February 9th PTSA meeting were approved and are posted on the PTSA website (gcmptsa.org).

Best Buddies: Megan Kenny, Vince LaMonaca (Advisor: Michael Mann)

The club promotes inclusion for students with intellectual and developmental disabilities. Marshall has had a chapter for 10 years and has 25 buddy pairs; there are also associate members who do not have a 1:1 pairing. Monthly board and chapter meetings are held. The club has reps to the Virginia Best Buddies Advisory Board. The club requested \$600 to support a friendship tree (in memory of Michael Randazzo) and chapter expenses including chapter fee. A motion was made, seconded, and unanimously approved by a quorum of the PTSA members for the \$600 donation.

Principal's Report:

- Touching Bases will be held on March 16th from 8-10:30 am. The staff has been asked to send grade printouts on the prior Friday and to stick to the 5-minute time limit. Touching Bases will continue to be held on strategic planning days.
- Junior Focus Day is April 23rd. The program will focus on students' future, with speakers from college, military, and FAFSA.
- Course registration continues.
- IB exam dates are May 4-21. SOL tests are May 10, 22-Jun 1. The bell schedule will change for SOL testing, with tests conducted by period. SOL make-ups are until June 5.
- Two parent representatives for the freshman (2018) are needed; each class also has two teacher advisors. Joanne Paul volunteered to be one of the parent representatives.
- Next school year there will be four lunches; the cafeteria can hold up to 672 people. The embedded block period will be after Learn, rather than the last block of the day. Learn will be extended and will be every day. The Wednesday late school start will be eliminated. Instead, one day/week each department will use Learn for teacher collaboration time. The school start time will be 8:00 or 8:10.

Treasurer's Report:

The treasurer's report is contained in Attachment B. New expenses include Donation to Student Clubs (FBLA, DECA, Model UN), Hugh O'Brian Scholarship, Senior Ethics Day, and Communications.

President's Report:

A Mindfulness presentation will be conducted after Touching Bases on March 16th at 10:45 am; this will help the school and PTSA determine if this is a program in which they would like to invest.

Vice President's Report:

A Nominating Committee with Debbie Tosi, Julie Heiden and Barb Cressman for next year's Board members has been formed. The candidate slate will be presented at the April meeting with elections occurring in May. There are three open Exec Board positions (President, Secretary, Treasurer) and open Committee positions: ANGC, Senior Baccaalaureate, Band Booster, Grocery Rewards, Hospitality, Kilmer

and Longfellow Liaisons, Marshall Academic Enrichment Fund, Senior Ethics Day, and Volunteer Coordinator (need to confirm this position is necessary).

Committee Reports:

Communication (Polly Colwell)

- A new email marshallpublicity@gmail.com was created to encourage content submission for the website, blast, newsletter, twitter, facebook, external publications. They would like to make the staff aware about the ability to publicize school activities and accomplishments.

Newsletter (Jennifer Smyth Church)

- Jennifer is our new newsletter editor. The content due date for the next newsletter has been extended to March 20th.

Hospitality (Mary Hagopian)

- February activities included Valentine Tea, Custodian Appreciation, and Counselor Appreciation.
- In April our librarians and administrative staff will be celebrated.

International Night (Annie Klockner)

- While the event was a great success, the coordinators are considering that rescheduling to earlier in the school year might encourage additional staff help with the talent show. They are considering a November date for next school year.

The meeting adjourned at 8:48 pm.

The next meeting will be April 13th at 7 PM in the Library. Reveille will be the student presenters.

Attachment A
George C. Marshall PTSA
Meeting Attendees
March 10, 2015

Name	Email
Margaret Walter, Secretary	margaretwalter2002@yahoo.com
Linda Baker, Treasurer	lucky18e@yahoo.com
Mary Pope, President	dave.marypope@verizon.net
Jeff Litz, Principal	jdLitz@fcps.edu
Julie Heiden, Parliamentarian	jheiden@koonz.com
Polly Colwell, Communications	communications@gcmptsa.org
Mary Hagopian, Hospitality	rodiemade@gmail.com
Jennifer Smyth Church, Newsletter	jmschurch@verizon.net
Grace Boinay, Hospitality	graceboinay@gmail.com
Aisha H. Kashif	aishakashif@gmail.com
Michael Mann, Best Buddies Advisor	Michael.mann@fcps.edu
Rafay Hassan	mdrafayhassan@yahoo.com
Debbie Tosi, VP	debbietosi@yahoo.com
Joanne Paul, Public Affairs	joanne@mitre.org
Barb LaMonaca, Special Education	bamonaca@verizon.net
Annie Klockner, International Night	annieklo@hotmail.com
Zhen Brayman	
Marilu Plata, MAEF	
Abbey Otinger, Counselor	amotinger@fcps.edu

Treasurer's Report	Budget 2014-2015	Actuals 2014-2015	Budget vs. Actuals
BEGINNING BALANCE AS OF 1 JULY 2014	\$ 13,498.00	\$ 13,498.00	\$ -
RECEIPTS			
Income Dues-PTSA Membership	\$ 9,500.00	\$ 8,630.00	\$ (870.00)
Contributions- PTSA Non-fundraiser	\$ 10,000.00	\$ 9,432.80	\$ (567.20)
E-Scrip	\$ 1,400.00	\$ 538.60	\$ (861.40)
SAT/ACT Fundraiser	\$ 6,500.00	\$ 2,440.00	\$ (4,060.00)
TOTAL RECEIPTS	\$ 27,400.00	\$ 21,041.40	\$ (6,358.60)
DISBURSEMENTS			
<u>Student Enrichment</u>			
MAEF - Academic Letters	\$ 2,500.00	\$ 424.50	\$ (2,075.50)
Donations to Student Clubs	\$ 2,500.00	\$ 200.00	\$ (2,300.00)
Student Assemblies	\$ 1,000.00		\$ (1,000.00)
Senior Ethics Day	\$ 950.00	\$ 950.00	\$ -
Senior Baccalaureate	\$ 800.00		\$ (800.00)
International Night	\$ 750.00	\$ 293.11	\$ (456.89)
Freshman Retreat	\$ 750.00		\$ (750.00)
Junior Focus Day	\$ 650.00		\$ (650.00)
Sophomore Class Event	\$ 650.00		\$ (650.00)
DECA Donation	\$ 500.00	\$ 500.00	\$ -
Model UN Donation	\$ 500.00	\$ 500.00	\$ -
Hugh O'Brian Scholarship	\$ 500.00	\$ 545.00	\$ 45.00
VA Science Fair	\$ 300.00		\$ (300.00)
Debbie Witherow Award	\$ 100.00		\$ (100.00)
<u>Staff Enrichment</u>			
MAEF - Teacher Wishlists	\$ 5,000.00		\$ (5,000.00)
Staff Development	\$ 5,000.00	\$ 15.00	\$ (4,985.00)
Hospitality/Staff Appreciation	\$ 3,600.00	\$ 950.96	\$ (2,649.04)
Principal Discretionary Fund	\$ 1,000.00		\$ (1,000.00)
Teacher of the Year Award	\$ 250.00		\$ (250.00)
Staff of the Year Award	\$ 250.00		\$ (250.00)
<u>Facility Enrichment</u>			
Renovation Enhancement	\$ 3,000.00	\$ 479.60	\$ (2,520.40)
New Facility Equipment (one-time)	\$ -		\$ -
Beautification	\$ 1,500.00	\$ 842.75	\$ (657.25)
<u>PTSA Dues & Fees</u>			
State, National, & County Dues	\$ 2,850.00	\$ 2,502.50	\$ (347.50)
PTSA Operating Expenses / Contingency Fund	\$ 750.00	\$ 365.36	\$ (384.64)
Communication	\$ 500.00	\$ 15.73	\$ (484.27)
Paypal/Pay4SchoolStuff Fees	\$ 250.00	\$ 381.39	\$ 131.39
PTSA Printing	\$ 250.00		\$ (250.00)
Liability Insurance	\$ 115.00	\$ 115.00	\$ -
Corporation License Fee	\$ 25.00		\$ (25.00)
TOTAL DISBURSEMENTS	\$ 36,790.00	\$ 9,080.90	\$ (27,709.10)
Receipts - Disbursements	\$ (9,390.00)	\$ 11,960.50	\$ 21,350.50
ENDING PTSA BALANCE	\$ 4,108.00	\$ 25,458.50	\$ 21,350.50
ANGC			
Starting Balance July 1, 2014	\$ 13,910.06	\$ 13,910.06	
Receipts	\$ 50,000.00	\$ 32,498.91	\$ (17,501.09)
Disbursements	\$ 55,000.00	\$ 21,788.37	\$ (33,211.63)
CURRENT ANGC BALANCE	\$ 8,910.06	\$ 24,620.60	

