

George C. Marshall PTSA
Board Meeting Minutes
May 4, 2015

Attending: See Attachment A

Meeting: The Meeting was called to order at 7:12 PM.

The minutes from the April 13th PTSA meeting were approved and are posted on the PTSA website (gcmptsa.org).

Principal's Report:

- Mr. Litz returned to school today and is working half-days.

Treasurer's Report:

The treasurer's report is contained in Attachment B. New expenses include printing and Corporation License Fee.

President's Report:

Mr. Litz sent a thank you email to the PTSA for the card and gift card while he was recuperating from back surgery.

The PTSA nominated Mary Hagopian for VA PTA Volunteer of the Year. She is a finalist in the NOVA District for Secondary Schools.

The PTSA has been asked to provide flowers/plants for the June 12th Awards Ceremony. Barb Cressman offered to ask Merrifield Garden Center; Amy Andersen also offered to look into this. One possibility is to borrow plants just for the ceremony, or purchase something that could then be planted in one of the school courtyards.

The PTSA is providing Chef Devlin with knives in appreciation for his support of the PTSA, including the senior cookout.

Nominating Committee:

The following Exec Board nominees were unanimously voted into office for the 2015-2016 school year:

President: Linda Baker

Secretary: Lucia Fan

Treasurer: Maureen Quattrocki

Debbie Tosi will serve another year as Vice President.

Committee Reports:

Newsletter (Jennifer, Aisha)

- The last issue will be published at the end of June and will be sent to incoming families (9th graders)
- Jennifer and Aisha asked for a copy of last year's June newsletter to see the types of articles that were included
- Please send submissions right after an event to marshallptsanews@gmail.com.

ANGC (Cheryl Elder, Patty Coppola)

- A certificate of insurance is needed for Spring Hill RECenter
- The PTSA President needs to sign all contracts: Spring Hill RECenter, games, cleaning
- The Senior Cookout on May 1st was greatly appreciated by the students.

Theater (Mary Chapin)

- There was a great turnout for “Young Frankenstein.”

Hospitality (Mary Hagopian)

- Hosted an Asian-themed luncheon for our librarians
- Celebrated our admin professionals by serving an Italian-themed lunch in the Principal conference room and playing games with prizes; volunteers provided backup administrative support during the luncheon
- Teacher Appreciation Luncheon will be held after school with catering by Dickie’s BBQ. Prizes and spirit wear will be raffled off
- Next event is the June 12th Awards Ceremony.

Communication (Polly Colwell)

- Working with newsletter and publicity to try to have one central email address for all communication that can be distributed to the various channels, e.g., website, twitter, facebook, newsletter, blast.

Beautification (Amy Anderson)

- 15 volunteers helped spread mulch in the 5 Star Courtyard on Beautification Day
- The committee made centerpieces for the administrative professionals lunch and the teacher appreciation lunch.

Awards

- The PTSA read the nominations for Staff of the Year, Teacher of the Year, and Debbie Witherow Award and voted for a winner for each award. The winners will be announced at the Awards Ceremony. The nominations will be given to Mr. Litz for his information. It was great to have so many nominations.

The meeting adjourned at 8:56 pm.

The next meeting will be June 1st at 7 PM in the 5 Star Café (pending approval by Chef Devlin), starting with a tour of the Marshall Museum and including refreshments and socializing.

Attachment A

George C. Marshall PTSA

Meeting Attendees

May 4, 2015

Name	Email
Margaret Walter, Secretary	margaretwalter2002@yahoo.com
Linda Baker, Treasurer	luckyl8e@yahoo.com
Mary Pope, President	dave.marypoppe@verizon.net
Polly Colwell, Communications	communications@gcmptsa.org
Mary Hagopian, Hospitality	rodiemade@gmail.com
Debbie Tosi, VP	debbietosi@yahoo.com
Barb Cressman, Orchestra	Scressman6@verizon.net
Patricia Coppola, ANGC co-chair	jjtfc@gmail.com
Cheryl Elder, ANGC co-chair	Cheryl.elder@gmail.com
Lucia Fan	4boysmom4@gmail.com
Maureen Quattrocki, Grocery Rewards	mquattrocki@rtcagency.com
Amy Anderson, Beautification	alanderson@aya.yale.edu
Cindy Nair	
Jennifer Church, Newsletter	jmschurch@verizon.net
Aisha H Kashif, Newsletter	Aishahkashif@gmail.com
Kim Greer, Assistant Principal	
Grace Boinay, Hospitality	graceboinay@gmail.com
Mary Chapin, Hospitality	Mchapin3@cox.net

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	\$ 8,835.00	\$ (665.00)
Contributions- PTSA Non-fundraiser	\$ 10,000.00	\$ 9,687.80	\$ (312.20)
E-Scrip	\$ 1,400.00	\$ 690.92	\$ (709.08)
SAT/ACT Fundraiser	\$ 6,500.00	\$ 2,440.00	\$ (4,060.00)
TOTAL RECEIPTS	\$ 27,400.00	\$ 21,653.72	\$ (5,746.28)
DISBURSEMENTS			
<u>Student Enrichment</u>			
MAEF - Academic Letters	\$ 2,500.00	\$ 824.50	\$ (1,675.50)
Donations to Student Clubs	\$ 2,500.00	\$ 1,100.00	\$ (1,400.00)
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	\$ 401.11	\$ (348.89)
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	\$ 2,489.00	\$ (1,111.00)
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	\$ 1,271.27	\$ (228.73)
<u>PTSA Dues & Fees</u>			
State, National, & County Dues	\$ 2,850.00	\$ 2,502.50	\$ (347.50)
PTSA Operating Expenses / Contingency Fund	\$ 750.00	\$ 571.31	\$ (178.69)
Communication	\$ 500.00	\$ 95.73	\$ (404.27)
Paypal/Pay4SchoolStuff Fees	\$ 250.00	\$ 389.76	\$ 139.76
PTSA Printing	\$ 250.00	\$ 26.20	\$ (223.80)
Liability Insurance	\$ 115.00	\$ 115.00	\$ -
Corporation License Fee	\$ 25.00	\$ 25.00	\$ -
TOTAL DISBURSEMENTS	\$ 36,790.00	\$ 12,800.98	\$ (23,989.02)
Receipts - Disbursements	\$ (9,390.00)	\$ 8,852.74	\$ 18,242.74
ENDING PTSA BALANCE	\$ 4,108.00	\$ 22,350.74	\$ 18,242.74
ANGC			
Starting Balance July 1, 2014	\$ 13,910.06	\$ 13,910.06	
Receipts	\$ 50,000.00	\$ 54,216.94	\$ 4,216.94
Disbursements	\$ 55,000.00	\$ 28,286.43	\$ (26,713.57)
CURRENT ANGC BALANCE	\$ 8,910.06	\$ 39,840.57	