

George C. Marshall PTSA Meeting Minutes  
April 27, 2022

Board Members Present: Althea Benjamin (president), Kathleen Otoo (VP), Elizabeth Keegan (secretary), Nicole Myers (treasurer), Jeff Litz (principal)

Financial Report:

Nicole Myers provided her first budget update since taking over as the new Treasurer in February. ANGC has a balance of \$81,000 of the \$105,000 PTSA budget. The Robotics Club has asked for \$1000 for their competition. Mr. Litz said to use the PTSA discretionary fund to support that. Nicole reported a \$500 cash withdrawal on Althea's PTSA debit card that was coded to Academic Letters but had no receipts. Althea said she found the envelope of cash on her desk and deposited it back into the PTSA account today. She does not recall why she withdrew the money. There are currently two PTSA debit cards – one for Hospitality and one for the president. Jennifer Manise suggested the policies for their use may need to be updated. There was discussion about the need for debit cards at all. Patti McCaleb of Hospitality said it was necessary for them to have a card due to the large expenses incurred by their committee. Patti said she has had a card for 9 years with no issues. There was also a fraudulent charge on Althea's debit card for a hotel stay in December for which she has reimbursed the PTSA. Everyone agreed that procedures for debit cards needed to be reviewed and updated. Discussion was tabled in order to get through the large number of PTSA award nominees. Cindy Blakeley asked if the \$250 for Junior Focus Day funds could be used to pay for breakfast for the speakers and everyone agreed to that.

PTSA Awards:

The membership listened to nominations for Teacher of the Year, Staff Member of the Year, and the Debbie Witherow awards. 26 nominations were submitted for TOY, 11 for SOY, and 4 for Debbie Witherow. Membership then voted and Mr. Litz notified board members of the winners. Winners will be announced at the May 26<sup>th</sup> awards assembly and in the PTSA blast.

President's Report:

Althea reported that we need to fill open PTSA board positions for next year – Secretary, Treasurer, Webmaster, Baccalaureate, and Reflections. Elizabeth said she will target the individual classes to try to get parents of underclassmen involved, as well as advertise at Kilmer.

Principal's Report:

There is a senior parent meeting on May 3<sup>rd</sup> at 6:30 pm. A link will be sent to senior parents in mid-May regarding extra tickets for graduation. Mr. Litz will cap the number of additional tickets each family can receive to help ensure equity in the process. He will also send a meeting

recap for those unable to attend. IB testing starts tomorrow. SOLs begin on May 9<sup>th</sup>, mostly for freshmen. May 20<sup>th</sup> is the last day of school for seniors. Graduation rehearsals begin on May 24<sup>th</sup> and are mandatory. Senior debt letters have gone out; students will not receive their caps and gowns until all debt is paid. Computers are \$500 if not returned. The awards assembly will be on May 26<sup>th</sup> in the gym. The senior class trip is May 25<sup>th</sup> to Busch Gardens. Baccalaureate is on Thursday, May 26<sup>th</sup> due to the Memorial Day holiday weekend.

The next PTSA meeting will be on Wednesday, May 18<sup>th</sup> at 7:00 pm.