

South Anchorage High School PTSO
General Membership Meeting
October 5, 2023
Agenda

Attendance: Landon Forth and Jyll Green joined via Zoom. Dr. Almon, Kim Leary, AND OTHERS (sign-in sheet pending).

1. *Call to order*-Called to order at 6:03 by Kim Leary.
2. *Approval of Minutes*
 - a. Approve September meeting minutes. Approved by Kim Leary and seconded by Jennifer.
3. *Principal's Report*
 - a. Dr. Almon reviewed upcoming school days off. Indigenous Peoples Day and then conferences running concurrently with school on Wednesday and Friday off of school.
4. *Teacher Representative Report*
 - a. Zen Room this Friday.
 - b. Social media going well-there are some inquiries via DM. Students having trouble answering their questions. Kim said to send DM questions to her, and she will answer directly. Discussed having an online email address for questions from parents. Kim will figure this out.
 - c. Approved Colin's grant. Able to save \$300 by waiting until mid-November due to a special.
 - d. New grant request Joscelyn Hemmingway/Sarah Miller/Debbie Barker to attend a conference in the spring. \$600/teacher, asking for \$1800, but were worried about putting in more for travel expenses. There may be some administrative grants perhaps (\$2000). Admin budget could cover course costs. Need to get their anticipated travel costs. Course helps teach to kids with anxiety. "Train the trainer" – they will teach the other teachers/admin staff. Over 60% of students report high level of anxiety. Conference would teach skills to teach to students better. Teachers do plan to personally fund to some degree. Service High admin and counselors went last year as well as Chugiak teachers—funded through a grant that was available at the time and is no longer available. Dr. Almon feels this course would be great as we pivot into the new curriculum with incoming freshmen. Kim Leary made a motion to cover the \$1800 course fee and request their travel budget to potentially cover as well and Kristie seconded the motion.
5. *Officer Reports*
 - a. President's Report

- i. Thanks for community presence and spirit wear sales at the HC game and being present at the student events. Being present demonstrates our commitment to this community.
 - ii. Excited about social media presence. Shout out to the student volunteers!
 - iii. Please continue to send photos/messaging to Kim for distribution via social media/web.
 - iv. Special thanks to Jane Tuomi for PTSO membership drive. This also helps with our visibility and messaging to the community.
- b. Treasurer's Report
 - i. Laura requested change in bylaws to include treasurer on the list of credit card. Currently only president and vice president only have access to credit card. Need to approve this and have it written in meeting minutes to take to the bank for issuance of additional credit card.
 - ii. Courtney made a motion to make a vote to approve the treasurer to receive a credit card. Kristie seconded the motion. Need to send out a Google questionnaire to send to board to vote.
 - iii. Membership funds received at \$1370 for the school year.
 - iv. Working on the taxes-she plans to do these herself to save time and money.
 - v. Request to have someone audit the books after taxes are done—this should be a request for 2 of the members from general membership to review. Just need 2 people outside of board to review bank statements and checks.

6. *Committee Reports*

- a. Senior Events – nothing to report at this time.
- b. School Store – Jayme unable to attend, notes provided via email ahead of meeting.
 - i. Homecoming went well... lots of drinks were sold, not many snacks sold. I plan on selling drinks at future dances if permitted. Sold 930 tickets to the dance-biggest ever since Dr. Almon was there.
 - ii. A request from Mr. Ruggles that PTSO provides free water at all future dances. Suggestion to provide cups for filling at bottle filling station. There is a station at the end of G hall in the commons. Dr. Almon recommends PTSO provide water or cups and sell other beverages that doesn't conflict with ROTC. Long line at the ROTC table.
 - iii. I'm working on a cost and profit analysis for the board to review regarding Raven Breweries delicious, crafted sodas to be sold at the store in the future. Once the report is provided, I request that a vote be made via email on the choice to move forward, or to not move forward, so I can make necessary purchases to get Raven's Soda in our stores asap. Keg needs to be procured; drink will be gifted to the PTSO.
 - iv. 2/3 credit card and 1/3 cash at school store at lunch-about 65 transactions. \$0.10 transaction fee covers about half of the total cost for using credit cards.
- c. Spirit Wear

- i. Laura wanted to sell nicer gear—Nike branded perhaps. Laura placed an order already. Long sleeve white athletic shirt, trucker hat, and cropped sweatshirt from Nike. Additional items ordered from Seriographics in smaller sizes to replenish the spirit wear. Adding stadium seats and blankets. Possibly LL Bean?
 - ii. \$7800 in spirit wear sales, with \$1800 of that on HC day.
 - d. Membership
 - i. Lots of donations have come through via Cheddar Up. This was outside of membership drive funds.
 - ii. 224 members-22 since last newsletter. Hoping to get more student members.
 - iii. Jessica a huge help in getting donations and picking them up!
 - iv. **Need to tag the business** on social to recognize their donations and say thank you for their donation. Dr. Almon said he would be happy to recognize the week's business donations in his newsletter. Over \$1000 in business donations in October, which is fantastic. Might need to add a November event as well to donate the rest if we end up with more than needed for October.

7. *Old Business*

- i. How to increase attendance at meetings-Landon tabled for next meeting.
 - ii. Send website idea/edits to Landon.
 - iii. Need a chair for the parent teacher conference dinner (Wednesday evening, October 25). Also need to add hospitality chair for the all-school breakfast and teacher appreciation and candy handout. Landon will send this out in a volunteer opportunities email. Web address for sign up:
<https://www.signupgenius.com/go/409094AAFAE2CA3F94-44928779-conference>
 - iv. South PTSO October Membership/Donation Drive going well! Lots of business donations.

8. *New Business*

a. Fundraising

- i. As above... Lots of donations have come through via Cheddar Up. This was outside of membership drive funds.
 - ii. We need a fundraising chair!

b. Grants

- i. Offer small amount gift cards to all teachers—student success program. Teacher Emily Davidson requesting four gift cards a semester. Emily and Sarah already have some gift cards to distribute-not sure how many? Discussed how to secure cards so they don't disappear. Plan to email all teachers to let them know of the availability of \$5 gift cards—max four per year (1/quarter) but could request more if valid need. Contact someone on the board to request.
 - ii. Kim motioned and Kristie seconded motion to approve grant for teacher Collin.

9. *Announcements—none additional.*

10. *Adjourn* at 6:49 p.m. Dr. Almon had additional commitments this evening.

****Please note: Secretary attended via Zoom and it was often difficult to know who was speaking and to follow the conversation!**

PTSO Member Report

October 1, 2023

2023-2024 Members = 202

- Parents - 112 (13)
- Students - 57 (5)
- Teachers - 33 (17)
- Alumni - 0

Donations = \$730 (\$70)

Last Donation: September 28, 2023

Family Memberships = 36 (10)

Volunteers: 53 (17)

Yes (Wherever needed) = 30

Smaller Opportunities = 19

School Store = 2

Senior Events = 1

Candy Giveaway = 1

Cleared by ASD = 21

October Membership Drive

**South High PTSO
2023-2024**

	2022-2023	2022-2023	2023-2024	2023-2024	Difference
	Budget	Actual	Proposed	Actual	last report
Income		approximate			
Donations	\$500.00	\$2,040.00	\$1,500.00	\$550.00	\$350.00
Amazon Smiles /Fred Meyer	\$100.00	\$151.80	\$50.00		
Interest	\$12.00	\$10.99	\$12.00	\$3.20	\$2.24
Other income		\$115.00			
Membership Dues	\$1,000.00	\$1,420.00	\$1,400.00	\$1,370.00	\$170.00
School Store					
Clothing	\$20,000.00	\$11,999.00	\$20,000.00	\$7,879.30	\$2,679.30
Food	\$30,000.00	\$39,146.70	\$45,000.00	\$10,646.79	\$4,930.79
Carry-over from previous year	\$15,000.00	\$16,939.35	\$23,277.98	\$23,277.98	
TOTAL	\$66,612.00	\$71,822.84	\$91,239.98		
		\$54,883.49			
Expenses					
Administrative Grants	\$2,000.00		\$2,000.00		
Freshman Shirts/welcome gift	\$1,000.00		\$1,000.00		
All School Breakfast	\$750.00		\$500.00		
Bank Fees	\$750.00	\$1,569.83	\$1,800.00	\$583.00	\$383.00
Fees paid for other organizations					
Bo Seward Community Service Award	\$2,500.00	\$2,500.00	\$2,500.00		
Business License 2 years due Dec2023)	\$0.00	\$30.00	\$100.00		
Emergency Preparedness	\$500.00		\$200.00		
Hospitality	\$500.00			\$306.00	
Staff Luncheons	\$200.00	\$43.00	\$200.00		
Staff Appreciation Days/Weeks	\$2,500.00	\$3,216.02	\$4,500.00		
Custodial Christmas Party					
Family Emergency					
Graduation Support	\$500.00		\$500.00		
Senior Fun Day	\$1,000.00	\$530.78	\$1,000.00		
Senior Night of Inspiration					
Graduation Hospitality Room	\$500.00	\$264.88	\$500.00		
Insurance	\$515.00	\$510.00	\$515.00		
Memberships	\$150.00		\$150.00	\$94.60	
Mini-Grants	\$15,172.00	\$4,310.76	\$29,000.00	\$455.83	\$105.44
Operation Supplies	\$200.00	\$596.16	\$600.00	\$1,013.11	\$393.99
Professional Services	\$625.00	\$315.34	\$500.00		
School Store					
Clothing	\$15,000.00	\$14,761.50	\$15,000.00	\$4,351.35	\$1,163.60
Food	\$15,000.00	\$18,733.65	\$23,000.00	\$2,897.76	\$697.76
Payout to other organizations					
Student-Enrichment(Planners)					
Student Treats	\$750.00	\$936.73	\$750.00		
Teacher Coupons					
Wolverine Den	\$500.00	\$226.21	\$500.00		
Carry over to next year	\$6,000.00	\$23,277.98	\$6,000.00		
TOTAL		\$66,612.00	\$90,815.00		
Net Profit (Loss)					
Bank Balance (approx) 10/3/2023	\$34,989.83				
Quickbook Balance	\$34,025.62				

includes
\$100 business

63 individ, 37 far

