

South Anchorage High School PTSO
General Membership Meeting
November 2, 2023
Agenda

Attendance: Dr. Luke Almon, Courtney Luff, Cristy Jensen, Jennifer Wagner, Kim Leary, Jane Tuomi, Jayme Carr, Jyll Green.

1. *Call to order*-6:01 called to order by Kim Leary. Landon Forth is out on vacation.
2. *Approval of Minutes*
 - a. Approve October meeting minutes. Kim Leary
 - b. Approve October meeting minutes. Second Jennifer Wagner
3. *Principal's Report*
 - a. Parent teacher conferences well attended. Thanks for the dinner-lots of positive comments and thank you from the teachers. Having meal in one place was much more organized and easier to serve. It was parsed out during COVID and was chaotic.
 - b. Last Friday, meeting to form a 20th year committee from South High opening. Would like to involve a parent or two on the committee and perhaps a student. There is a counselor, 4-5 teachers, and Dr. Almon so far. Brainstorming ideas on how to celebrate 20 years of South. Student logo contest to put on apparel in the spring perhaps. Hoping to incentivize this through a grant from PTSO \$50 gift card.
 - c. March 2nd for black/gold gala with alcohol sales perhaps to generate income. Launch the alumni association at this event. Sarah Miller and Amy Haverstad spearheading this. Amy Haverstad has been announcing this on social media, hoping to lure alumni. Want to create an alumni team-"SOBOSS" revival. Start the Wolverine Hall of Fame-Chris Ruggles. This could be sports or notable achievements. Thinking of having this plaque live in the hall near the gym. Staff shirts for 20 years—hoping for matching PTSO gift to pay for these (max 90 staff). Looking for hall of fame committee participants as well. Need to write up nomination form. Thinking max 2 inductees per year. School has deal with Lululemon and Nike. Dr. Almon wants to plant 20 trees as well and have a plaque embedded in a rock to commemorate somewhere on campus.
 - d. School assembly on December 15.
 - e. SnowCo Dance on December 16. Hockey game that night, so may be lower attendance.
4. *Teacher Representative Report*
 - a. Conferences went well and meal was much appreciated.
 - b. This month purchasing Collin's grant.
 - c. Last month approved \$600 each for Joscelyn, Tara, Debbie for conference. Conference fees flights \$744.10 and hotel for 5 nights is \$1790.39. Motion to approve additional \$1000 mini grant to provide additional funding initial motion by Kim Leary and seconded by Jennifer Wagner, all approved. This will provide a total of \$1600 in funding.

- d. Christmas Photobus recommended. They give about 5% back of total. They have 10-minute sessions for \$185, 10-minute break between sessions, 20 sessions total. Courtney Luff agreed to spearhead this.
- e. Kim Leary doesn't want to ask her family for school supplies again this year. She put in a grant request for 2 tech items-2nd gen iPad pencil and a new mouse. Total of grant request was about \$190. Courtney Luff made a motion to approve, seconded by Jane Tuomi, approved by all.
- f. Kim spearheaded drawings for PTSO membership prizes. Thank you, Kim. The videos online were super cute.
- g. Student advisory committee members had a very busy month with the PTSO membership drive and posting.
- h. Peer mentorship group hoping to get gift cards for Kindness Week celebrations. No one here from peer mentorship. They plan to do a kindness wall-painting paper plates all the colors of the rainbow. When you see a small act of kindness, you write it on a plate and attach it to the wall. Spirit days were approved as well. Two \$20 gift cards will be allocated.
- i. Student breakfast December 15 or during finals week—Tuesday the 19th may work best. Dr. Almon will check bell schedule for that week. Finals are Wednesday and Thursday that week. Put the ask for volunteers on social media and website-November 28 push out the ask.

5. *Officer Reports*

a. President's Report

- i. Thoughtful email sent from Landon prior to his departure on vacation. Courtney standing in.
- ii. Great job to Jane for the work on the membership drive.
- iii. Landon won't be at the next meeting in December as he is working-requesting Zoom meeting. Landon would like to offer Zoom option to the public.
- iv. Online voting process—official business can be conducted online if a specific process is used. Motions can be approved outside of a standard board meeting, then discussed at next board meeting to include in the minutes. All people need to be on email, state item to vote, question and answers, motion is made and second, need 100% unanimous reply to approve. One or two motions have been passed by email, need to restate people and motion.
- v. Discussion on rewriting bylaws to authorize spending by secretary-he would like to table this. Explore option of getting a business credit card instead of debit card to minimize exposure. Costco visa card would be an option to explore. Jennifer Wagner will investigate this online.
- vi. Discuss posting an events calendar to the PTSO website. Kim will ask Landon to meet with her.
- vii. Need new hospitality chair—Jane Tuomi said someone emailed her. This person will be responsible for staff appreciation events. Jane will send name to Courtney Luff and Courtney will reach out to see what they are willing to do.

- viii. Discussed Zoom meeting etiquette and procedure. Considered Zoom access for the public. Would need to have parents who wanted to discuss something submit ahead of time via email. Will table this for next meeting.
 - ix. Next meeting December 7, Zoom only. Dr. Almon will send out a link to participate.
- b. Treasurer's Report
- i. Taxes are DONE. Jennifer did these on her own. It costs \$90 and was easy.
 - ii. Put out a call for auditors and 2 people responded. She is meeting with them tomorrow. Needs someone to audit from 2 years ago and the other from last year. Has a sample report from Goldenview to use as an example for them to follow.
 - iii. Made up \$5 gift cards for the student store. None have been used yet. To track these when used in the store, she will have them saved at the school store and log them as a discount in the books. 7-8 teachers have requested the cards. Kim will send out another reminder to the teachers.
 - iv. Received another \$100 donation and \$300 in memberships.
 - v. Clothing sales \$9746 total. \$1500 worth sold at conferences. Cropped shirts and long-sleeved shirts were very popular.
 - vi. New Nike sweatshirt with the head and gold stripes came in just after conferences. Baseball/trucker caps and beanies on the way.
 - vii. Store is doing amazing from food sales. Budget was based on \$45,000 in sales and at 38% of that has been met at the end of Q1. About half of sales amount is income. Need to send out a vote for popular/requested food items (suggestion box).
 - viii. Insurance renewal has been done.
 - ix. Need to follow up on business license renewal. Courtney said she could check on this.
 - x. Online vote last month for tablet and new stand. Jennifer Wagner made a motion to purchase, and Jamye Carr seconded it. All approved. It is up and running and is AMAZING. Thank you.
 - xi. Candy handout was successful. Jennifer Wagner walked through the halls and found people to give candy to. It was appreciated.

6. *Committee Reports*

a. Senior Events

- i. Last year Doreen said she flew by the seat of her pants. Cristy was hoping for more direction.
- ii. Cristy has 5-6 people on a committee. Will get this started after the first of the year-no rush.

b. School Store

- i. Working on beginning online store where people can order what they want and put the logo on it to reduce the need for inventory.

- ii. I have been interested in selling Ravens Brewery soda in our school store. Mr. Butterfield is an owner and has generously stated that they would be willing to donate soda for us to sell to students indefinitely. All he is asking is that we come up with the funding to get the kegerator built to house and distribute it. Mr. Butterfield has kindly offered to build the kegerator for us once we provide him with the funding to get the parts.

Here are total expenses in order to get the kegerator made.

Regulator-\$200

Mini fridge/freezer from Costco-\$200

Lines/Tower-no cost, Mr. Butterfield will supply the product.

Manifold-\$60

Total = \$460

The kegerator holds 5 gallons of soda and we can sell an 8oz pour for \$3 or a 12oz pour for \$5. There are approximately 128oz per gallon, so 640oz per 5-gallon container, at \$5 per 12oz pour, we would make \$265 per container. Or a 8oz pour at \$3 will bring in approximately \$240 per container. Either way we would recover our cost after selling just two of the 5 gallons of soda and it would be all profit going forward after that.

Each 5-gallon container lasts for three months so we will have no issues selling it before it expires. There are multiple sodas to choose from , we can do a “flavor of the month” and introduce it on our social media pages to get the hype going and word out to students.

Requested a vote from board members by email to approve the purchase for the parts needed with PTSO funding. Jayme Carr made a motion to approve, and Jennifer Wagner seconded it. Everyone voted to approve this purchase. Courtney Luff has the checkbook in Landon’s absence and can front the costs. Jayme will check with Mr. Butterfield to see how he wants to be paid.

- iii. Wants to get 4 magnetic microwave signs made in stiff paper and laminated. Dr. Almon said one of the student aids could make these. He recommended emailing the librarian Lydia Frankenberger and cc Dr. Amon to request the printing and lamination. Wants poster board size.
- iv. Extra bulletin board, there is one next to the school store and on the opposite side there is an empty one. Wants to make this unused board a “South News” sign. Any group or booster club could utilize this. People could reach out to us to utilize the space. Kim offered to teach Jamye how to utilize the VeriQuest machine.
- v. Asked Kim to send out another reminder to teachers to request school store help from Key Club and NHS. This helps them get their hours and helps us.

c. Spirit Wear – Nothing else to report

d. Membership – See attached PTSO Member Report

- i. Membership drive went very well. It was a lot of work to find a kid to pull the name on video every day and post it on social media. It was successfully posted on IG and FB, unsure about SnapChat. HUGE success. Sending thank you notes to the generous sponsors.
- ii. Promote early enrollment for 2024-25 in May—like “May Sweeps.” Ask businesses to support us again for drawings over a week. Advertise this out to incoming Freshman. Dr. Almon said he could reach out to district communication folks and the middle school principals to send out a request to promote membership for incoming Freshman. Can ask Goldenview PTSO to announce on their social media sites.
- iii. All of us should send out social membership recommendations to enhance readership on social media.

7. *Old Business*

- i. How to increase attendance at meetings-Landon tabled for next meeting.
- ii. Send website idea/edits to Landon.
- iii. South PTSO October Membership/Donation Drive.

8. *New Business*

- a. None other than reported above
- b. Other

9. *Announcements*

- a. None

10. *Adjourn* Adjourned at 7:28 pm.

PTSO Member Report

November 1, 2023

2023-2024 Members = 202 (33)

Parents - 128 (18)

Students - 70 (11)

Teachers - 34 (1)

Alumni - 0

Donations = \$850 (\$120)

Last Donation: October 2, 2023

Family Memberships = 37 (1)

Volunteers: 65

Cleared by ASD = 21

October Membership Drive

33 new members

Overall success

Working on notes in case PTSO wants to do this next year.