

Golden High School PTA

Meeting Minutes and E-Meeting Minutes

September 13, 2016

Attendees: Amy White, Mary MacCallum, Cheryl Ludford, Lisette Clemons, Julie McManus, Kay Markovich, Sara Julias, Stephanie Sharpe, Britt Ramsay, James Kiley Grisham, Tim Miller, Julie Story, Patty Telgener, Chris Reed, Sara Page, Amy Jones, Chris Garlasco, Brian Conroy, Noemi Arzaga Leo, Kelly Poulos, Tammy Cooper
6:03 Meeting Called to Order

Julie McManus motioned to approve minutes for August 9, 2016. Mary MacCallum seconded the motion, and the motion passed unanimously.

Thank you note from Student Council for decorations donated for the Luau/Tiki Tiki Event at the beginning of the school year.

Principal's Report: Brian Conroy

- Welcome to school year!
- Enrollment information: 1248 last year, anticipated 1295, current 1290—perfect, up 50 kids from last year = more funding. 1300 is the highest number before classification as a larger school in terms of funding.
- Staff increased by 5—all is experienced.
- Two major changes this year:
 - 1) Schedule changed to three 7 period days, with 2 block days.
 - 90-minute periods not good for some classes. Core disciplines struggling for efficient use of time. Allowed more time during the school week as compared to block scheduling.
 - Wednesday late start day—for planning, data assessment, PLC (Professional Learning Committee). Brian can attend on Wednesdays to work side by side and assist staff.
 - 2) Learning Lab
 - is a 7th class for students at risk affecting approx. 60 kids. Working on all types of skills to enhance educational experience. Staffed by core teachers.
 - 11 middle schools fed GHS: Denver, Gilpin Co, etc. Some students are at a 95% chance of failure, so needed to find a way to help all students.
 - All students know they may attend the Learning Lab. If students are at risk of failure, administration can take away off blocks and get parents on board, until they have met the standard. Can be a permanent or temporary thing.
 - Freshman have 7 classes by mandate. 7th is advisement, in with elective teachers in order to build relationships, link leaders are active. Freshman

may leave during lunch. Only a handful of kids have 7 classes. Goal: Keep students successful in core classes.

- Changes have been a shift in thinking—hard adjustment for staff. Change in scheduling 50-minute blocks, less planning time. Staff is overwhelmed now, but will hopefully get used to changes over time.
- Other high schools have made similar changes; in the end it worked and was best for student achievement.
- Discussion: Why does Jeffco not have the same schedules? Mostly due to local control to fit the needs of each individual school. Also discussion on students feeling there is an increased homework load, but teachers at the meeting say they don't feel it was increased and they have made adjustments to the homework load based on changes in the schedule. Teachers that attended the meeting said there is more time on task with greater focus with shorter class times.

President's Report: Vacant (Cheryl Ludford acting President for month of September)

- PTA Elections announcements for President/Vice-President will be next month. If you know of someone who is interested, please nominate.
- New PTA Shed on GHS Grounds. Amy White will send out an email with possible move dates, as she will need assistance with sorting/donation, and moving items we will keep to the new shed. Deadline to move out is October 1, 2016.

Secretary Report: Amy White

- Amy has been working with Sara Page (new Freshman parent) on creating a Google Docs Site to keep all important information regarding the PTA in various folders with access to certain committees and members/Board.
- Advantages of using Google Docs: Committee chairs may submit monthly reports in advance (with reminder from President), and reports may be read ahead of time to shorten the time of our meetings. All forms, agendas, meeting minutes, etc. will be stored for easy access. Everyone at the meeting seemed to be on board with this new format, which will be implemented for the October meeting.

GHS Teacher Representative: (James Kiley Grisham, Math Department)

- Mr. Grisham has agreed to be the GHS Teacher Representative this year and can make most meetings.

Treasurer's Report: Cheryl Ludford

- PTA Account Balance: \$13,000
- Audit not completed yet.
- 2016-2017 Budget—asked committees for changes then a vote will take place via email.
- PTA paid for a small portion of the new storage shed for \$1100. Rent space for 5 months will total \$750. Move date this month (see above).
- We have left over King Soopers cards with \$5 loaded on each card. PTA receives approx. \$4500 per year from this fundraiser.
- After Prom Committee Budget 2016-2017—revenue down, expenses up, but went under budget last year. The remaining funds went into the general budget surplus.
- Fundraisers: Chili Cook-off brings in approx. \$10,000
- Grants and Scholarships—goal is to get a zero balance to remain a non-profit.

- Due to surplus from the 2015-2016 school year, Cheryl is proposing spending \$8,000 towards grants. Then variable would be the Scholarship Program; based on how much income we receive from our fundraisers.
- Grant review process: Committee chair(s) usually have a meeting with Brian to inquire about the viability of grant proposals, and then the committee makes suggestions based on our budget. There is a priority process and for this year with limited funds, Mr. Conroy prefers money go towards classrooms that have an immediate impact on student achievement and focus.
- Suggestions of lowering scholarship fund because we spend \$10,000 last year on 10 scholarships.
- Cheryl thinks we should have a specific Grant/Scholarship Fund.

Membership Report: Kay Markovich

- 96 paid members, 27 staff, and 69 families. Can sign up online.
- All paid staff members received \$5 preloaded King Soopers card, Free McDonald's Sandwich coupon and Free Weekly McDonald's drink coupon; non-member staff received Free Sandwich coupon with reminder note to join PTA.
- Brian will make copies of PTA membership form and have available at Parent Teacher Conference Dinner.
- Brian given list of staff members for review by Kay Markovich.
- The by-laws need to be updated by Spring 2017. Deb Poskie volunteered to work on that.
- We can put by-laws on Google Docs.

Finance Report: Chris Garlasco, Sara Page, and Julie McManus

- Building Usage Form for Holiday Bazaar given to Tammy Cooper
- Building Usage Form for PTA meetings given to Amy White - need to update for change of two dates - Nov. and Feb.
- **Funding for 2016-2017:**
- City of Golden Grant—last year Social Studies Department received \$10,000 for chromebooks. This year, English Department will be requesting \$10,000 for chromebooks due Sept. 30th.
- City of Golden Energy Efficiency Grant: Due Oct. 5th Sara Page and Brian Conroy writing grant for changing out lights to LED lighting in the classrooms. Fits grant criteria, but PTA may be requested to chip in additional funds to complete a portion of the project. No decision on this yet until we have more details.
- Golden Civic Foundation Grant: PTA will be asking for up to \$3,500 for outdoor tables.
- Colorado Gives Golden Gives Day, under the umbrella of Golden Civic Foundation, advertise and people can go on-line to donate. Especially on December 6th, First Bank matches donations, dividing a million dollars among each entity. Last year the PTA received \$1500. Can be significant source of funding with good potential for growth.

Holiday Bazaar, December 3rd. Same day as the wrestling tournament. Golden is getting familiar with this annual event in its 3rd year. Tammy Cooper has crafters signed up for many of the tables. Cost for tables \$35 for premium, \$25 for in cafeteria, and \$20 for the hallway. Made \$2,000 last year with \$150 in donations. If anyone knows of other grants or sources of funding, let Chris/Sara know.

Grant Program 2016-2017

- Last year—nearly \$10,000 given out through the program. We could have requests for up to 20,000 this year, so we will need major support in terms of our fundraisers.
- Grant Requests so far:
 - 1) Lori Lacey submitted request for Think 360, \$280
Chris Garlasco made a motion to approve Lori Lacy's Think 360 for \$280 seconded by Julie Story passes unanimously.
 - 2) Tennis Team submitted a grant request for a ball machine, teaching cart. (Athletic Department paid for new nets). \$1862 No decision on this yet.
 - 3) Britt Ramsey, Science Teacher, submitted a non-specified amount request for the Learning Lab—Science Bucks Learning Lounge Cards stamped after tutoring going into a drawing. Study Groups encouraged with peers. Gift cards for food, demon gear, parking passes, etc. Amy Jones with Hospitality and Brian Conroy will work with Ms. Ramsay to find items to donate for now and will revisit next month when Ms. Ramsay knows more specifics. Recommendation to put it in the Golden Gag for donations. Gag link to Hospitality who will gather the donations. Office can be a drop off point. Needs to be run through the PTA. Withdrew grant request for monies, looking for donated items.
 - 4) Tim Miller, Art Teacher—teaches levels of drawing and painting. Program growing. Requesting to attend the National AP Teaching Conference for 5 days. \$970 for registration. Can be creative with other grants if PTA can't provide the entire amount. JCEA has some money for this type of thing through the union, and GHS has some funds for PLC. Last year we funded three AP Conferences. Tim will look into additional source of funding.
- Chris Garlasco and Sara Page work with applications, talk to Brian Conroy, then based on recommendations, will send out an email vote in between meetings.
- Chris and Sara will get the word out to teachers our Grant Program is becoming more well known and is more competitive. We need a process and guidelines. Brian prefers items for student focus and achievement.
- Anyone that knows of a teacher that is interested in the grant program, have them contact Chris or Sara so that requests are handled within the established process and coordinated with Brian.
- Website—need to find a parent to take over the website to learn from Chris. This is a Word Press Engine on website. Most things are updated. Amy Jones had emailed Mrs. Garvin in the istem program to see if any of her students would like to participate in helping this. PTA parent should take the lead. Chris did not see much action on Facebook, so has not continued to update it.
- Applause Awards run by Trish Miller and Amber Hayes gets good feedback from students and so is planned for monthly instead of quarterly. This continues to be in the budget to reimburse for awards.

Senior Scholarships: Julie McManus/Sara Page

- Julie and Sara will handle Scholarship committee as Chris Garlasco has a senior this year. Plan is to get together to go over process and turn over to Sara and Julie.
- Plan to get information out for College Night, and update Naviance later in the year.
- Table discussion of number and amount of scholarships depending on the success of our fundraisers and grant requests.

Newsletter: Julie Story

- Email from Wendy Roberts regarding the Honor Roll as of May 2016. Discussion regarding what the criteria for Honor Roll is at GHS. In the past, names of students with a 3.9 and above were on the list. Amy White suggested it needs to be revamped to include students who are not in Honors/AP courses with weighted GPA's, such as various levels from 3.5 and above. Brian Conroy said if names are published, he as to make sure parents have signed the privacy agreement. This is tabled until October.
- Lori Lacey contacted Julie Story and Chris about a Golden based business, We Are Golden, a fundraiser that can sell GHS logo t-shirts, etc. A portion of the funds will be donated to purchase a new art wheel. Need to discuss first with Brian to vet and evaluate this source.
- Alternate Newsletter Proposal as Julie Story only has two more years at GHS. A newsletter company would create the newsletter for us, soloist sponsors/advertising and GHS PTA gets 50% of advertising proceeds. Good transition idea. Julie put information in Google Docs. They work with 38 different schools in Jeffco. Questions about how much schools typically receive in proceeds. Julie will look into this.

Sunshine Committee: Patty Tilgener

- Last year, very few requests were made so in the August 2016 meeting we thought we could incorporate this committee in with the PTA Board, however, new requests have come in this year, so we will reinstate this committee with one member/Chairperson to provide a point of contact for counselors. The Chair will then contact board if funding is needed.
- Request from GHS Counseling Department to assist a family who recently had a death of a stepparent for gift cards for groceries, assistance finding less expensive housing, etc.
- A staff member has just been diagnosed with cancer.
- Change to \$500 in the budget.
- New freshman parent, Patty Tilgener, (patty@telgener.com) offered to be the new liaison for this committee. Chris will work with Patty to get her up and running on this committee.

Volunteer Coordinator: Chris Bird

- Unable to attend meeting, no report given.
- Sign-Up Genius for all volunteer positions is posted on the GHS PTA Website. Please email Chris for any changes/additions to the Sign-Up Genius. cbkirsch@comcast.net

Hospitality: Amy Jones/Kelly Poulos

- Amy put information in the Hospitality file in Google Docs for important dates and needs.
- P/T Conference Dinner all slots filled for all items.
- Brian Fox, Farmers Insurance Agent, money to give back to the community. Gave us \$100 four times throughout the year. Used to purchase main dish for conferences. \$148 reimbursement to the PTA. Amy will forward Brian Fox's logo to website, newsletter.

After Prom: Mary MacCallum, Jen McKay, Amy White, and Kristy Brunel

- Meeting will be scheduled and advertised in GAG late September TBA to get the process started for 2017.
- Prom is Saturday, April 29, 2017

Reflections: Michelle Squire

- Michelle was unable to attend the meeting. No report was given.

- All Reflections information has been given to teachers, students.
- Old Business/New Business (covered in other areas)**

Special E-Meeting September 26, 2016

- Chris Garlasco and Kay Markovich would like to call a special e-meeting of the GHS PTA Board to vote on the following motion for grant request: PTA will fund Lori Lacy's grant request of \$560 for the Think 360 Arts program. A portion of this grant was approved by the membership at the September meeting. This motion seeks approval for the remaining amount of the grant. The motion passed unanimously.
- Update 10/11/16: Lori Lacy checked on the subsidy and it was approved for her plans. We will write a second check for \$112 to complete funding of her request for two back to back sessions with an artist in the Think 360 Art Program. This is a total of \$392 instead of \$560.

Meeting Adjourned 8:52

Next Meeting: October 11, 2016 in the GHS Conference Room

November 1, 2016 (due to Election Day on November 8th)

No meeting in December.

Julie McManus and Mary MacCallum will be acting CO-Presidents for the October meeting.