

Robert Service High School PTSA Zoom Meeting Minutes Tuesday, March 21, 2023

Meeting called to order: 6:04 PM

In Attendance:

Amber Lathrop – President
Liesl Carter – Secretary
Robin Wittrock – Spiritwear
Chris Lubken – Teacher Liaison
Allen Wardlaw – Principal
Willow Peyton – Cougar Cache
Angela Watts – Cougar Cup
Katie Harter – Science Teacher
Lauren Hess – Robotics Club

President's Report: Amber Lathrop

- Still looking for ways to increase participation
- Janeen was promoted to Student Services Principal at Bettye Davis East High School and has asked to be replaced as PTSA Vice President
 - Great news for Janeen!
- Amber learned through advocacy training that kids who don't quite qualify for free lunch may be skipping meals if they have a debt on their account
 - Is there a way the PTSA can help?
 - Amber is going to look into this
 - Willow noted that there may be nonprofits in town that help pay for lunches
- Received letter from TEARS foundation appreciative of our donation to the XXX family

Vice President's Report: Janeen Wilkins (absent)

Secretary's Report: Liesl Carter

- Allen motions to approve minutes for February. Robin seconds. Approved.

Treasurer's Report: Yvonne Bigalke (absent)

- Kelda will be acting Treasurer to ensure compliance to help Yvonne during this time
- Yvonne available to sign checks
- Amber working to provide Kelda with necessary documents to stay in compliance

Cougar Cache Report: Willow Peyton

- Had an issue with the Square yesterday and only made \$300 vs. \$500-\$600
 - Need to document when having issue with Square to figure out how to mitigate
- Now allowing clubs to do two takeovers a month vs just one

- PTSA could take a small hit, but great to have the extra help
- Cougar Cache will not be open during student Open House
- Can open Cougar Cache for April meeting with parents

Spirit Wear Report: Robin Wittrock

- Order for hoodies and sweatpants came in
 - New logo with Robert Service looks great

Cougar Cup Café Report: Amber Lathrop

- Angela running Cougar Cup two days a week / Amber runs three days a week
- Culinary group has been super helpful
- Hot chocolate, red bulls, and mochas are big sellers

PTSA Membership Report: Vacant

- 69 members (7 required for voting)

Alumni Report: Lorie Hardin (absent)

- Robin talked to Rebecca Havilland and she is willing to help
- Robin also talked with Lois and she doesn't have access to an Alumni list
- Some alumni classes have their own facebook page and that's how they communicate
- Jason & Anna Calderera would be great to have as an alumni liaison
- Possibly encourage an Alumni BBQ or event
 - Possible sponsor is Uncle Joe's pizza (owner is an alum)
- Most recent alumni event was an alumni wrestling event this year; great success
- Many ASD staff members are Service Alumni

Social Media Report: Jen Clark (absent)

- Jenada is going to help us get active on Facebook
- Chris started PTSA Instagram page
 - There may be a way to link Instagram or Facebook
- Ellen Scott in library runs the SHS Facebook page

Reflections Report: Amber Lathrop

- Expect news about our five entries any day
- Five entries went to state:
 - Maya Sherry – Dance Choreography
 - Dihan Pagalilauan – Literature, Narrative
 - Niobe Vicks – Special Artist, Visual Art, painting
 - Deanna Vendiola – Literature, prose
 - Kian Lathrop – Photography

Principal's Report: Allen Wardlaw

- School Start Time forums are beginning
 - Tomorrow at South HS school start time forum from 6-7 pm

- March 23 – having a staffing event; vacancies include positions for a counselor, Spanish teacher, SPED teacher, Language Arts teacher, and Art teacher
- March 24 – USS Alaska submarine crew is visiting the NROTC classroom at 10 am
- March 29 – EOS family luncheon to preview pathways with counselors and AP programs 8-10 am
- March 30 – The German ambassador to the United States is presenting SHS a certificate for language achievement at 8 am
 - SHS teaches to a proficiency level that can allow some students to go to college in Germany
- April 17 – career fair during lunch
 - Allen and Lisa Wiley worked their way up Abbott introducing themselves to businesses and inviting them to participate in Service’s career fair
 - If know any businesses that need to hire students or want to participate, please have them contact Allen or Lisa
- Partnerships are important
 - We didn’t utilize parent help as much as we should have during our school tours to welcome students and families
 - We will work to incorporate parent help more in the future

Funds Request:

- Katie Harter – Science Department
 - Request for two microscope eye-piece cameras to help teach students to use microscopes and four classroom calculators to support chemistry students who cannot afford their own
 - Request for \$500
 - Liesl motions to approve \$500. Robin seconds. Approved.
- Lauren Hess – Robotics Club
 - Funds would be used to purchase a starter Robotics kit so we can start a robotics club at SHS
 - Need the minimum of a starter kit to compete
 - West HS willing to purchase under their club to receive a 25% discount so total cost would be \$674.73 (normally \$894.95)
 - Angela motions to approve \$675.00. Robin seconds. Approved.
- Teri Jensen – Fine Arts Department
 - Two requests
 - Request for two updated digital cameras for the photography class
 - Many of the current cameras are broken and outdated
 - Total cost \$1098.00
 - Liesl motions to approve \$1100 Allen seconds. Approved
 - Request for five tripods
 - Do not have enough tripods and some are broken
 - Total cost \$490.45
 - Chris motions to approve \$500. Allen seconds. Approved.
- SHS Hockey Booster Club
 - Request to reimburse Hockey Booster Club for jerseys used during Partner’s Club event
 - Request not signed; no representative available to ask questions

- Willow explains this is a Service tradition, a special night where the hockey team is paired with Partner's Club student and plays a game with that individual's name on their jersey. The jerseys are then auctioned and the proceeds go to the Partner's Club.
- Last request for funds was in 2017
- Coach Carter answered questions electronically through Mr. Lubken
- Total cost is \$2605.00
- Willow motions to approve \$2605. Robin seconds. Approved.

- SHS Women's Club
 - Request to purchase essential products and decorations/supplies for a breastfeeding room that can be used by staff and guests
 - Total cost is \$500
 - Chris motions to approve \$500. Amber Seconds. Approved.

- Chris Lubken – Band Teacher
 - Request to assist 20 members of Jazz Band going to Jazz Festival in Reno, NV
 - Request is for \$75 per person = \$1500
 - Student's are already paying \$800 to go
 - Entry fee was donated; other fees are covered through other means
 - Would also help students struggling to pay the \$800
 - Willow motions to approve \$1500. Angela seconds. Approved.

- Amber Lathrop – PTSA President
 - Request to approve funds for Amber to attend the Alaska State PTSA conference in April in Fairbanks
 - Total cost is approximately \$1100
 - \$170-190 rooms
 - \$260 airfare
 - \$50 conference fee
 - Robin motions to approve \$1100. Willow seconds. Approved.

Teachers' Liaison: Christopher Lubken

- Instagram account started

Old Business:

- Talk to MemberHub about volunteer sign up platform
- In Person Meeting Membership drive / in person PTSA meeting
 - February 21 at 6:30; changed to April
 - Slideshow – Liesl will develop slideshow
 - Show how PTSA supports the entire school
 - Lubken can talk about Fine Arts
 - Possibly have other groups to talk about how their group has benefitted from the PTSA
 - Open Cougar Cache and Cougar Cup
 - Photos – Cougar Cache, pictures of teachers eating, life preservers
 - Talk to Yearbook photographer
 - Possibly have band students do a performance with instruments

New Business/Tasks:

- In person meeting with parents will be April 11, 2023 6 -6:30
 - Amber and Allen will work together to send out an invitation to parents of incoming freshman through the Middle School Principals
 - Need to send out reminders of the event each week and a few times the week prior, as well as the day of
 - Should know lottery students by March 25; Allen can find their student info on Q
 - Would like Allen to speak a bit about the impact of the PTSA to SHS
 - Need to have a zoom to discuss the meeting and create an outline and roles for the event
- As part of the School of Excellence may coordinate mural for the East wall

Volunteer Opportunities:

- Vice President
- Treasurer
- Cougar Cup Director
- Spiritwear Assistant
- Cougar Cache and Cougar Cup volunteers
- Membership Chair

2022-2023 Meeting Dates:

- April 11 (in person with parents), May 9, June 13, July11, August 8
- Second Tuesdays at 6 pm (*exceptions)

Next Board Meeting Date: April 11, 2023

Meeting Adjourned: 7:30 pm

NOTE:

➤ Indicates motion