

Robert Service High School PTSA Zoom Meeting Minutes

Tuesday, November 11, 2023

Meeting called to order: 6:00 PM

In Attendance:

Amber Lathrop - President
Willow Peyton – Vice President
Angela Watts – Cougar Cup
Robin Wittrock - Spiritwear
Intiaz Azzam – Principal
Christopher Lubken – Teacher Liaison
Tasha Lucas – Parent
Yuna Chung – PTSA Student Representative
Vera – PTSA Student Representative

President's Report: Amber Lathrop

- Vera and Yuna are freshmen who are joining us today; welcome
- Member goals is 100
- State PTSA meet and greets are still going on
 - Putting out new leadership trainings
- Will put out survey to staff about what they would like for staff appreciation
 - Vest, zippered hoodie, rain jacket, etc.
 - More complicated and colors the more expensive

Vice President's Report: Willow Peyton

- Cougar Cache going okay
- Student passed counterfeit \$20
 - Lost cash and merchandise
 - We do have name of one student who was with the other student
- Lost momentum on getting volunteers in Cougar Cache
 - Having some problems with sign ups then not showing up
 - Students get e-mail reminder, but don't think kids check e-mail
- Staff luncheon October 25th
 - Menu: soups and salads
 - Orders from Cougar Cup and delivered
 - Went really well

Secretary's Report: Liesl Carter (absent)

- Amber motions to pass the October minutes; Chris seconds. Approved.
- Need to update website

Treasurer's Report: Vacant

- Amber now acting as Treasurer
- We have an extension to get 2022 end of year report in
- Followed State PTSA advice on insurance \$360
- Balance is \$49,273.40 after \$4018 outstanding bills
- Quicken spreadsheets available to review
- Chris and Angela added onto bank account
- Not sure how to get more checks, either from bank or possibly another company
- Recommend having Lois send out an e-mail stating we are requesting a Treasurer
 - Include a description of what the job involves

Cougar Cache Report: Stacey Martin (absent)

Spirit Wear Report: Robin Wittrock

- Placed a big order; full set of green hoodies with two logos
 - Most larges and extra larges had ink spills; hopefully will be fixed soon
- Dooley should have digitized draft of new logo for gold hoodie soon
- Continuing online sales; out once every two weeks
- Requesting \$20 to put labels on spirit wear cubbies
 - Chris offers labelmaker
 - Amber motions to spend \$80 for labels in Cougar Cache; Chris seconds. Approved
- This will be Robin's last year doing spirit wear, so need to find a replacement
- Basketball Cougar Tip-Off is December 14-16
 - Out-of-state visiting teams
 - May be a good time to sell spirit wear

Cougar Cup Café Report: Angela Watts

- Amber stepped in on Mondays with two experienced volunteers
- Willow volunteers on Tuesdays
- Still need more volunteers
- Ms Azzam and I still working on Zero Hour credit for student volunteer hours
- Sales are going well – Wednesdays are slammed

PTSA Membership Report: Amber Lathrop

- 60 members (6 required for voting)
- Goal: 100 members

Alumni Report: Vacant

Social Media Report: Vacant

Reflections Report: Amber Lathrop

- Next year's theme: I am hopeful because...
- Need to order more items to support this contest
 - Amber motions to spend \$200 on Reflections. Willow seconds. Approved.

Principal's Report: Imtiaz Azzam

- Snow days are challenging but necessary for safety
 - Has been difficult for students, staff, and families
- PLCs are focusing on instructional expertise and school spirits
- Enrollment in AP courses went from 400 to 522 students
 - First takers increased
- School is in a good place

Teachers' Liaison: Christopher Lubken

- Sports teams did really well
 - Rifle team won the regional rifle tournament; no state tournament so effectively won state
 - Volleyball made it to state tournament; first time in 23 years; came in 5th
 - Gymnastics Team won regions
 - Swim team won State tournament
 - Need to get a picture of the records board
- All-State tournament for music
- Some students also performing in the Nutcracker
- One student accepted to Harvard early admission

Student Government Report: Rosie McCrudden (absent)

PTSA Student Representatives: Yuna and Vera

- Glad we joined the meeting; really nice to be here

Funds Request:

- Mr Lubken: 50% match for Donor's Choose; so far raised \$15,000 to get instruments and equipment for the band; last year raised \$10,000
 - Used for 3 Clarinets, mutes, Flugelhorn, 6 dresses (30 uniforms short)
 - November 28 Donor's Choose has a 50% match
 - Requesting \$5000, will allow Mr Lubken to get approximately \$8000
 - Robin moves to approve \$5000; Willow seconds
 - Approved
- Mr Stone and PLC – School Spirit
 - \$500 to PLC (e.g., school spirit with staff)
 - \$500 for punch cards (e.g., drawings for kids being good, passes for games, etc.)
 - Robin motions to approve \$1000 for school spirit. Chris seconds.
 - Approved
- Robin motions to approve \$4000 for spirit wear. Willow seconds.
 - Approved
- Student Agenda Planners
 - Ordered 475 last year
 - ESL, Life Skills, JROTC, SPED, etc.
 - If order before December 15th then we get a discount
 - Amber will send an e-mail regarding student planners
 - Willow motions to approve up to \$2000 for planners. Chris seconds
 - Approved

- Teacher Agenda Planners
 - Requesting up to \$800 to order teacher planners
 - 65 planners
 - Wait to approve until next meeting

Old Business:

- Ski teams were paid for new uniforms
- YANA paid for T-shirts
- Ms. Harter ordering games in mailboxes
- Ms Cooper is selecting curriculum
- Ms Scott and Ms Reynvaan using funds for induction
- Swim and Dive paid for Records Board
- Hockey boosters never followed up with request
- State HUGS (Healthy Units in Good Standing) compliance and yearly report needed
 - Still working on two forms
 - School of Excellence- don't think I am going to get this done
- Left message with district office about a possible Mural for South/East outside wall near C and D
- Sign out front is gray granite; can we paint it? Make it more attractive/noticeable
- Jennefer Denton/Melinda (Dooley) Moore, Construction Tech and Culinary – still have not received
 - iPad cases 13 @ \$49.95, 15 pens @ \$99, \$649.35 + \$1485 = \$2134.99
 - Protective cases and pens for use by all Culinary and Construction students
 - Ms Imtiaz will check on this

New Business/Tasks:

- Do we do anything for the holidays?
 - Perhaps do a cookie and coffee delivered to staff
 - Admin gets a cart and deliver drinks and cookies to staff
 - Angela will spearhead the Cougar Cup part
 - Will deliver on Dec 20-21
 - Usually done on one day
- Back to School at Registration and Freshmen Orientation gear
 - Bag or folder with Service logo
 - 500 -1000

Volunteer Opportunities:

- Alumni Chair
- Social Media Chair
- Spiritwear Assistant
- Membership Chair
- Cougar Cache and Cougar Cup volunteers

2023-2024 Meeting Dates:

- Dec 12, Jan 9, Feb 13, Mar 19, Apr 9, May 14, Jun 11
- Second Tuesdays at 6 pm (*exceptions)

Next Board Meeting Date: December 12, 2023

Meeting Adjourned: 7:10 pm

NOTE:

➤ Indicates motion