

Sycamore High School PTO
General Meeting Minutes - DRAFT
Friday, April 13, 2018 - 9am

Call to Order - 9:09am

Board members in Attendance: Molly Polasky, Suzanne Van Den Brink, Elizabeth Bruggeman, Mary Tyler, Susan Mihlbachler and Alissa Simms

Approval of March, 2018 Minutes - Alissa Simms

- Patty Banzhaf approved the minutes as read from March 9, 2018

Principal's Report - presented by Ashley Warren

- Midst of testing and make ups next week -preAP sessions
- SmartWatches were being used to cheat while testing so those test scores are invalid -now students cannot have phones or SmartWatches (college board looks for these devices to be removed while testing as well)
- Graduation coming together
- Master Facility planning meetings are April 24th and May 1
- Upstairs Science Wing will be relocated around May 14th
- Synnovation Lab construction will begin after Memorial Day
- Construction should all be done by the time school restarts in August 2018
- AP Stats Exam on Senior Walk day (May 16th) - students can still do the walk but will need to be back to the HS by 11:30am
- Students won't get their AP scores until July but colleges will ask for transcript before school is over - colleges realize these scores will not be on the transcript and will work with the scores they have -put score not available on transcript

Faculty/Staff Representative's Report - Ann Delahnty-Koenig, Counselor

- Coffee with Counselors on April 18th 9am - Combined topics: Creating a Plan for Success and Transitioning to Next Year -Coffee with Counselor was cancelled in March due to snow and delayed start
- Finished up Junior meetings discussing testing strategy, college research and majors, common application, etc. during aviator bells -Junior English teachers assign a college essay assignment with 7 prompts which students can then work on and tweak over the summer -finish Junior year as strong as possible -encourage Juniors to come back in August as Seniors with common app prompt essay finished over the summer because this is what holds most students back
- Writing Center (presented by Ashley Warren) -will be opening with staff members and students who have a passion in writing -Marnie May will create a resource library -many colleges have writing centers like this -there are student assistants helping to market this -want it available to those with strengths and weakness in writing -even the best writers have their writings proofed -hoping all students will use this center

- Seniors -nudging those who haven't met requirements -addressing college stuff and helping students make decisions -colleges are increasing the number of students on waitlists but many students are never getting off the waitlists
- College Credit Plus (CCP) -2 years ago, financial literacy was added to the existing Government class at Sycamore and the class went from a semester to a full year in order to fulfill State requirements -students who took an American Government class online or through CCP, must currently also take Macro Economics to fulfill the financial literacy component -Sycamore is creating an online module covering the financial literacy piece so our students opting for American Government online or through CCP do not need to take Macro Economics
- Counselor Robin Wells-Kamp is retiring
- Discussed Honor Diplomas

Treasurer's Report - Susan Mihlbachler

Review of Financials/Budget

- **The Hangar** - (Jill Whaley presented) -bookstore is doing great budget wise -5 weeks left to get ready for items coming in -starting to buy for next school year such as novelty stuff -watching what has been selling and buying items based on customer feedback especially if there have been several requests -looking at what colleges are buying as well -banners vertical design are in and flags will be here soon (\$29.99) -moved items recently to clearance
- Sheila Kidd helped get the net income corrected on the income form -it is now \$84,000
- Project requests reimbursements are still coming in slowly
- Vending machines - Coke machine budgeted at \$1700 but so far only a little over \$800 has come in -we budgeted based on previous year's totals but vending machines have moved locations and maybe items inside are "healthier" than in the past which may explain why we aren't near budget -also students can now buy many of these items directly through cafeteria
- Pipkins came in higher than budgeted
- **Treasurer Laptop** - treasurer position is computer intensive -storing data, printing, invoices, etc. -potential incoming treasurers sometimes say they don't have the computer needed for the position so considering purchasing a laptop for the treasurer position -laptop would move from treasurer to treasurer -Charlie can go with us to see what kind of memory and speed are required -Tami Comerford has a connection at CCC as well -should have excel on it -it will need to be wireless for printing -tech soup a possibility -laptop reduces barriers -Quickbooks going online eventually but this means a subscription in the future potentially

Vice President's Report - Mary Tyler

- **Nominations** - In May 2018, we will vote on slate of
 - Angela Radakovich and Alyssa Schmeling - Co-Presidents
 - Missy Reardon - Vice President
 - Alissa Simms - Recording Secretary
 - Elizabeth Bruggeman - Corresponding Secretary
 - ? - Treasurer
- Seeking volunteers for:
 - After Prom

- Odd Couples
- Picture Day
- Staff Appreciation

President's Report - Suzanne Van Den Brink/Molly Polasky

- **Bridge Builders** (Molly Polasky presented) -17 teachers nominated -teachers were very grateful -letters were meaningful -thank you to those who donated a salad -promoted on Junior and Senior Class Facebook page -had students tweet something out about it -no teachers made it an assignment in an English class this school year -not many special ed students made nominations - Bridge Builders name came from the poem The Bridge Builder by Will Allen Dromgoole
- **After Prom** (Tami Comerford presented) -Angela Radakovich has brought back to life the After Prom Preview which is being held from 7:30-9pm April 28, 2018 -decorations are going to be awesome -looking for volunteers for set up, casino games for Texas Holdem, food donations, and tear down -NHS sponsored event so students can get any volunteer hours they might still need -get a lei when you buy a ticket -limbo in the commons during lunch with staff members -set up is Friday after school on 4/27/2018
- **Senior Seed Packets** -seed packets are in -need people to staple seeds to letters -including letters from Great Oaks
- **Senior Class 2018** - Counselors luncheon was appreciated and there was good response from the counselors
 - May 4 - Launch Day (Jayne Close) at HS -signs are hung in the commons saying what students are planning to do after graduation and seniors get ice cream to celebrate the next stage in their lives
 - May 16 - 10am-1pm Senior Walk at Elementary Schools
 - May 17 - Slide Show and Picnic
 - trying to get every senior on slide show -looking for multiple seniors in pictures -email pictures to SeniorAves18@gmail.com with names of the seniors in the picture -emails out to coaches, music, etc. trying to get pictures that way
- **Senior Class 2019** - May 1st at 7pm in the main auditorium -get a jump on activities and dates for next school year -similar senior activities planned for next year
- **Senior Connection** (Charlie presented)
 - Bill Park did 2 interviews on 4/12/2018 and about 10 interviews have been collected so far -will be requesting a camera next school year
 - Sycamore Senior Prom May 10, 2018 from 5:30-7:30pm -dancing and refreshments
 - going to try setting up free laptop program for senior citizens without computers -out of date computers are updated with new Lennox operating systems so senior citizens can plug into the new way of communicating
 - district is working with Cincinnati Computer Cooperative -used computers get new hard drives and the latest version of Windows 10 and sell at reasonable prices -great way for HS seniors to get a high quality computer that might be a little older from \$150-\$200 -can get form from Charlie
 - working on an annual scholarship award to award a student who has shown help toward those with special needs -might want to involve special ed department

Recording Secretary Report - Alissa Simms (Suzanne Van Den Brink presented)

- **DirectorySpot** -talked with DirectorySpot and the High School can pilot for the rest of this school year 2017-2018 -the other schools in the district are currently using DirectorySpot -we will give SHS families access for about a week and then only PTO members will continue to have access for the remainder of the trial period -if a directory is not done through the district (2018-2019), we will plan to use DirectorySpot -getting the info is the hardest part for the PTO

Corresponding Secretary Report - Elizabeth Bruggeman

- **Shed the Excess Threads** - winner was Blue Ash followed by Maple Dale, Symmes, and then the HS -over 800 bags were collected in total

Announcements

- **Upcoming Events**
 - **April 13th, 14th, 20th, 21st - 7pm** “Into the Woods”
 - **April 16th** No School - Teacher Development Day
 - **April 18th - 9am** Coffee with Counselors
 - **April 24th and May 1st - 6:30pm** Master Facility Planning Sessions
 - **April 28th/29th** Prom/After Prom

Adjournment - 10:53am

Next PTO Meeting is Friday, May 11 @ 9am