

# GENERAL PTC MEETING MINUTES

March 18, 2008

Present:

Mike Pacheco, *PTC President*  
Vicki Bolton, *PTC Vice-President*  
Diane Swanson, *PTC Secretary*

Faculty Present:

*None*

*Excused: Sheila Lester, PTC Treasurer*

Parents Present:

Janet Huntoon  
Larry Layman  
Lynda Ott  
Paul Ott  
Robin Gayers  
Nicole Hickman

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## **I. CALL TO ORDER**

The meeting was called to order.

## **II. APPROVAL OF MINUTES**

**A motion was made to approve the Minutes of the February 14th, 2008 meeting. The motion was seconded and passed.**

## **III. TREASURER'S REPORT**

Due to Sheila's absence, the report she delivered earlier in the day was reviewed. There is \$5,786.48 divided between the checking account (\$149.05) and the savings account (\$5637.43). Of these funds, \$3,500.00 is committed (\$2,500.00 Senior scholarship; and \$1,000.00 minimum required balance). That leaves a balance of \$2,286.48. Uncle Jerry's money should be in on March 28, 2008.

## **IV. EXECUTIVE DIRECTOR'S REPORT**

There was no Executive Director's report.

## V. COMMITTEE REPORTS

There were no committee reports given.

## VI. OLD BUSINESS

### a) *Uncle Jerry's T-Shirts*

The kickoff assembly was held on March 7<sup>th</sup>, 2008. Mike reported that approximately 50% of the classroom televisions were on. Packets were delivered to all classrooms while the assembly was being held with extra packets being delivered to Ms. Turner and Ms. Swanson in the library. The order forms are due back on March 28, 2008. Mr. Pacheco will do a phone call home the last week of the selling period. Coral will receive 50% of all funds raised. Merchandise should be in about April 15<sup>th</sup>, 2008. The PTC is looking for volunteers to help distribute the merchandise once it arrives. Lynda Ott said she would help with Uncle Jerry's where needed. Also, the money will be counted on Monday, March 31<sup>st</sup>, 2008, after school.

### b) *Barnes & Noble Book Fair*

Diane spoke about the upcoming book fair at Barnes & Noble. The event will be held at Barnes & Noble on Saturday, May 10, 2008, from 1:00 to 5:00 p.m. She said that she is still looking for student "acts" to perform during the event. She is looking for approximately five acts; that provides for one act every 40 minutes or so. She said that the drama club, Mr. Valdez's art exhibit, and Ms. May (ballroom dance club and/or talent night) have committed to attend. Diane spoke with Mr. Pefley and Ms. Kehlor-White to see if the music department can provide something. She will see if the robot is available as well. Barnes and noble are providing the posters. Diane will be hanging the posters up in April.

## VII. NEW BUSINESS

### a) *Administrative Assistant's Week*

Week is April 20-26. Administrative Assistant's Day is Wednesday, April 30th. After a brief discussion it was determined that there are five people on list to be recognized: Ms. Frazier, Mrs. Turner, Mrs. Sherrill, Ms. Miller-Mintz and Mrs. Swanson. Mr. and Mrs. Fontes and Mrs. Shukla, the lunchroom workers and janitor, were recognized with gift cards at Christmas. There was discussion about what to do, e.g., gift certificates, lunch, a trip to a spa, etc. The Cabinet can approve the budget if it is under \$300.00. Robin Gayer will head up the plans for this project.

*b) Teacher Appreciation Week*

Teacher appreciation week is May 4-10<sup>th</sup>, 2008. Vicki expressed concern over the amount spent last year, to wit: \$1,500.00. Mike said that last year the Executive Director, Mr. Karaduman, matched a \$500.00 parent donation, meaning that the PTC only contributed \$500.00. There was some talk about what was done in prior years. It was suggested that, since May 9<sup>th</sup> is a half-day, the teacher luncheon be held then. Mike reminded the PTC that we have several vegetarians on staff and that other faculty members will need special meats if they serve beef or chicken. Janice Huntoon will head up teacher appreciation week.

*c) PTC Senior Scholarship*

Diane said that the PTC Senior Scholarship applications will be given to Ms. Quinn on Friday. The PTC scholarship is open to all Coral Seniors who meet the criteria of three consecutive years at CAS (10<sup>th</sup>, 11<sup>th</sup> and 12<sup>th</sup>), and who have extra-curricular activities and a minimum of 3.0 GPA. Applicants will also have to answer two essay questions. The applications must be completed and returned to Mrs. Quinn by April 18<sup>th</sup>, 2008. Once the applications are received, they will be reviewed by the scholarship committee comprised of PTC Cabinet members, administration representative, teachers, and PTC parents. This year's committee is Mike Pacheco, Vicki Bolton, Diane Swanson, Larry Layman, Nicole Hickman, Ms. Garlock, Mrs. Quinn, Mr. Bonomo, and Ms. Mandeville. The committee will meet after school one day during the week of April 21-30 to decide who the recipient will be. The recipient will not be disclosed or told until the graduation ceremony.

*d) PTC Officers – Nomination Forms.*

Vicki Bolton was nominated for Vice President and Diane Swanson was nominated for Secretary. Both accepted the nominations and completed nomination forms. Mike reminded the PTC that any member of the PTC can run for the Cabinet. Interested persons can get a nomination form from Mrs. Swanson in the library. All nomination forms must be received no later than May 5<sup>th</sup> to be considered.

*b) Mrs. Janes – Yearbook*

Robin gave the PTC an update on the yearbook. The book will be completed by Friday, March 21<sup>st</sup> and submitted to administration for final approval. The book goes to print on March 31<sup>st</sup>. Janice Huntoon will talk to the teachers who still need to submit club information, namely Ms. Mandeville and the

debate club and Mr. Karacelik and Math Counts. She also will take photos of band and strings. Work on the elementary yearbook will start on April 1<sup>st</sup> and finish by May 1st. Yearbook is also hosting Uno night on April 8<sup>th</sup> from 3:00 to 5:00, followed by a spaghetti or lasagna dinner. WinCo donated \$100.00 towards food. The cost of playing Uno is \$3.00. The spaghetti dinner will start at 5:00 and the cost is \$5.00. The Uno game will be played at ten tables and there will be gifts/raffle-type prizes awarded. The winner from each table will get to keep their Uno deck. The April PTC meeting will start at 6:00.

### **VIII. GENERAL ANNOUNCEMENTS**

There were no general announcements.

### **IX. FUNDING REQUESTS**

#### *a) Mr. Pefley – Music Department*

Mr. Pefley will not be available on the date of the UNR music competition so he has withdrawn his request.

#### *b) Drama Club – Ad for Wizard of Oz program*

Mike explained that the PTC Cabinet can approve funding requests up to \$300.00, so the Cabinet approved a \$50.00 expenditure for an ad in the *Wizard of Oz* program. Mike said that they will probably use the ad that was submitted for the yearbook.

### **X. ADJOURNMENT**

With no further business, the meeting was adjourned. **The next regularly scheduled PTC meeting will be held on Tuesday, April 8<sup>th</sup>, 6:00 p.m., in the Library.**

Respectfully submitted,



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Diane M. Swanson  
PTC Secretary