



Chamblee Charter High School PTSA
3688 Chamblee-Dunwoody Road
Chamblee, GA 30341
<http://www.dekalb.k12.ga.us/~chambleehs>
"Every child. One Voice."

General Membership Meeting

August 19, 2013

Minutes

Location – Media Center

Call to Order – at 7pm by Lisa Thule`, Co-President. High level review of agenda and mention that the budget will be presented for comment tonight but voted on at curriculum night. Lisa lead meeting with committee chair introductions:

- Jess Gordon, Hospitality
- Cindra Tan, Treasurer
- Paul Spencer, Website
- Nancy Farrey, Campus Beautification
- Susan Katz, Teacher Liaison
- Melissa Wilks, Bulldog Bulletin and Chamblee Newsletter
- Beverly Moon, Governance Council
- Rebecca Wynn, Bulldog Bash
- Chris Swainson, Reflections & Cultural Arts

Attendees: 53 members were in attendance. A quorum was established.

Principal's Report- Highlights from Dr. Lowery include a discussion regarding enrollment and staffing. They are in the process of balancing class sizes. Mrs. Steadman and Dr. Lowery are monitoring numbers and if student movement is needed it will be done by random selection. Dr. Lowery supports retention of students as this equates to retention of teachers. Dr. Lowery's full report is displayed below:

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Principal's Report for PTSA Meeting

August 19, 2013 @ 7:00 p.m.
Media Center

Agenda

- * Thank you all for a successful Open House/Registration Day!
- * Thank you for all volunteer time contributed up to this point!
- * Google Docs
 - o Parent engagement/volunteerism form will be shared via school website and e-bulletin; please log on to enter time contributed
 - o Upcoming – Customer Service Feedback Form
- * Current Enrollment = 1337
 - o 12th Grade = 305
 - o 11th Grade = 286
 - o 10th Grade = 336
 - o 9th Grade = 410
- * Staffing
 - o As of date, fully staffed with teachers
 - o 127 faculty/staff; 77 of the 127 are teachers
 - o Continuously reviewing numbers with Ms. Steadman to determine staffing needs as it relates to teachers
 - o Two evening shift custodian positions are posted on PATS at this time; interviewing
- * EOCTs this week
 - o Make-ups/Re-tests
- * Charter Renewal – Requested Extension
- * Charter School Annual Report due September 30, 2013
- * Move to NEW Building
 - o Everything should be packed and ready to move by December 20th
 - o We will start 2nd semester in the NEW CCHS
- * New Student Orientation – Thursday, August 22nd @ 6:30 p.m.; Café
- * Questions/Concerns

Committee Reports

Charter Renewal- Beverly Moon discussed the following:

- New Level of autonomy in maintaining charter – this allows us to look more like a startup charter vs. a conversion charter.
- We can now look at services, what we pay for those services and strategically plan how we want to manage these services to include what we want to manage in-house vs. what we want to charge back to DeKalb County allowing them to manage the service.
- Executive meeting to be held on August 30, 2013.
- Governance Council Meeting to be held on September 6, 2013 at 7pm. An invitation to attend was extended to all. Also, if anyone has any specialized skill to contribute such as accounting, communication etc... those donated skills are welcomed.
- A link to the governance council web page can be found on the schools website.

Questions (Q) and Answers (A):

- Q-Are we doing a charter cluster? A- For now it's just a high school charter, talks are in works with other schools however and more info may come.
- Q-Are there other models that parents can look at? A-Yes but the list is limited, Druid Hills and Walton high schools are among a few schools mentioned.

Occupy Chamblee- Mr. Smiley updated everyone about the project and its purpose which is to help teachers move from the old school to the new school. They are seeking volunteers by dept. i.e. PE, Science, Art and so forth. They plan to have Occupy Chamblee t-shirts.

Questions (Q) and Answers (A):

- Q-Will County provide boxes? A-Yes, but Occupy Chamblee will help create labels for instance to place on boxes.
- Q-When does everything have to be picked up? A-Dec. 11, 2013
- Q-Can students volunteer with Occupy Chamblee? A-Yes, they are encouraging student orgs and athletic teams to participate as well.
- Q-With the new building will CCHS get a new sign or electronic scrolling marque? A-Yes
- Q-Will there be a community open house for the new building? A-Yes and tours will be set up.

Review/Approval of Minutes – Chauncey Newsome, Co-President distributed the April 22, 2013 General Membership meeting minutes. The Membership was asked to read the minutes for recommended correction. Three grammatical corrections were recommended and accepted. A motion for approval was made. The minutes were approved and accepted with grammatical corrections as read.

PTSA BOD Openings – The PTSA had two open positions for recording and corresponding secretary. A motion was made to accept volunteers:

Sonya Harper - Recording secretary

Shundra Wooten- Corresponding secretary

Motion was seconded and approved.

Questions (Q) and Answers (A):

- Q-What are the responsibilities for the position of Co-VP? A- Each VP has responsibilities for chairing certain events during the school year for example Mr. Newsome indicated he was Co-VP last year and he chaired the spring College Fair.
- Q-One Gentlemen said he thought he had been nominated for a position; he wanted to know what happened? A-BOD or nomination committee was not able to get in contact with him; he can be re-nominated at any time.

Treasurer's Report - Cindra Tan reviewed the check request process to include the required forms. Asked remitters to plan ahead and obtain proper approval from Co-Presidents before submitting the request. Check requests can be turned into the check request box in the front office.

Cindra did an excellent job presenting and reviewing the proposed budget for the fiscal 2013/2014 school year. This budget was submitted for comment, input and revisions and will be presented for approval at the upcoming curriculum night.

Questions (Q) and Answers (A):

- Q-Lots of lively discussion on whether a budget allocation is truly needed to purchase a PC for the purpose of a centralized place to maintain PTSA records. Cindra and Chauncey stressed that this will allow a seamless and smooth transition to the next treasurer as well as avoiding the issue of software registration on QuickBooks and Microsoft Office. A-BOD will look into possibly obtaining a donated PC else will move forward as budgeted.
- Q-Can the Reflections budget be increased? A-Yes, the budget was increased by \$100.
- Q-Can SAT Workshop Scholarship allocation be removed, CHS is not doing this for 2013/2014 school year? A-Yes, it will be removed.
- Q-Can some or all of the funds for the SAT Workshop be re-allocated for PSAT testing assistance? A-Yes, it will be re-allocated.
- Q-Have adequate funds been allocated for T-shirts and spirit wear/gear? A-We need a Chair-person to firm this up. No volunteers presented themselves during the meeting.
- Q-What is the expense for Staff Membership Incentives? Can this be removed? A-Incentive to encourage teachers to join the PTSA. Yes, it will be removed.
- Q-Can the budget be displayed alongside last years budget for comparison purposes? A-Cindra explained that it is hard to do the line by line comparison as we have changed the income to Gross method this year instead of Net method last year. She did offer to show the last year actual P&L to those parents during the meeting.

Adjournment –A motion was presented and carried for meeting adjournment. The meeting was adjourned at 8:32pm.

Sonya Harper

Recording Secretary