

**Newton South PTSO Meeting Agenda**  
**November 13, 2012, 7 p.m.**  
**Newton South Library**

- I. Introduction of PTSO officers, Teacher Representatives and Students - Nancy
  - Co-Presidents: Nancy Mann, Joanne Hayes, Betsy Bladgon, Lori Lass
  - Treasurer: Nina Levin
  - Secretary: Faith Paul
  - Teacher Representatives: Joe Scozzaro, Jamie Chaloff, and Marnie Bolstad
  - Student Representatives: RJ Hayes, Jack Rice
- II. Principal's Statement – Joel
- III. Student Concerns – Jack and RJ
  - Feedback on No Homework Weekend Columbus Day
- IV. Secretary Update – Faith
  - Conflict of Interest Statement - requires officers' signature
- V. Treasurer Update - Nina and Betsy
  - Feedback on fundraising from directory/membership
  - Status of non-profit application
  - Budget Discussion and approval
- VI. Grants Committee Update – Nancy
- VII. Web-site and Email Update – Betsy
  - Website moved to Wordpress
  - Emails moved from Constant Contact to Mailchimp
- VIII. Special Education Update – Jo-Louise
- IX. Feedback on Library Presentation September 24th - Marnie
- X. Feedback on PTSO Committees – Various Chairs
- XI. Plan for Boosting Spirit at South – Lori (with input from Bruce)
  - Communicating athletic game times effectively to community
- XII. Next Meeting

**Newton South High School PTSO  
November 13, 2012, Meeting  
Minutes**

In attendance: Joel Stembridge, Betsy Blagdon, Joan Hayes, Lori Lass, Nina Levin, Nancy Mann, Faith Paul, Heather Caminetsky, Jo-Louise Allen, Denise Joseph, RJ Hayes, Jack Rice, Marnie Bolstad, Bonnie Barber, Stephanie Fleck, Reva Winston, Joe Scazzaro.

<b>Topic of Discussion</b>	<b>Action Taken or Needed</b>
<b>Welcome</b>	
<b>Introductions of attendees and officers</b>	
<p><b>Principal's Statement – Joel Stembridge</b></p> <p>Teachers this year have a new evaluation instrument: the transition has been a little slow because it's a real change. The instrument focuses on many small conversations between department chairs and teachers rather than the 1 to 2 times per year that was formerly the case. It is very labor intensive for the teachers with lots of paperwork.</p> <p>The new Student Support Center has opened (for freshmen and sophomores with Ds and Fs). For the first time there is a computerized student management system where teachers weekly can flag students who are struggling. This system was developed in-house at NSHS. Intervention officers and housemasters can move early to help these students plug into the appropriate kind of support.</p> <p>School is off to a smooth start. There is a pep assembly next Wednesday, followed by the girls' football game. Juniors and seniors are working to ensure that it will be an uplifting competition that will be respectful and fun.</p>	

**Student Concerns – RJ Hayes and Jack Rice**

A concern was voiced about sometimes finding no teachers in the Math Center and the Writing Center. Joel explained that each block is covered once a week and that budget constraints have reduced staffing from former levels. Nina suggested that perhaps some of the local colleges and universities might be able to help, possibly using graduate students in the help centers.

The homework-free weekend, which occurred over the Columbus Day holiday, was a mixed bag: lots of teachers assigned extra work due later in the week. Joel commented that he is thinking about having it over Yom Kippur next year.

A concern was raised about overcrowding in the cafeteria when the 2000s and the 6000s have lunch together. Also, the cafeteria has been opening late, which compounds the problem. Joel says it's getting better because he has complained to the vendor, but his influence is limited because the vendor is an outside contractor.

The cost of parking passes was discussed. The price is set by the School Committee. Concerns about the traffic on Brandeis Road in the morning were raised.

Nina will explore the possibility of finding volunteer grad students from some local schools.

The PTSO should explore the possibility of requesting a traffic cop for the mornings.

**Conflict of Interest Policy – Faith Paul**

The conflict of interest policy was discussed. Committee chairs were reminded to get three competing bids for

<p>work done for the PTSO. Officers signed the statement.</p>	
<p><b>Treasurer Update – Nina Levin</b></p> <p>Nina reported that the PTSO now has one bank account, the second having been closed.</p> <p>She has filed all the paperwork necessary for the PTSO’s non-profit status reinstatement and is waiting to hear from the IRS. She has received confirmation that the IRS has received all the paperwork.</p> <p>The year-to-date P&amp;L and proposed budget were presented. The P&amp;L shows more detail than in previous years. The budget was discussed and a few small changes were requested to correct and clarify some line items. A motion to approve the budget, as presented with those small changes, was approved by a show of hands with no objections or abstentions.</p>	<p>Nina will make the changes to the budget to produce the final, approved budget.</p>
<p><b>Grants Committee Update – Nancy Mann</b></p> <p>The first cycle is in process. This year there is a larger number of requests, amounting to some \$14,000 so far. Not all requests will be funded. A discussion of how funding decisions are made ensued. The guidelines for funding are on the web-site; our goal is transparency in the funding process. Sue Kirschenbaum is shadowing Nancy since this is Nancy’s last year (sob).</p>	
<p><b>Web-site and Email Update – Betsy Blagdon</b></p> <p>The web-site has been improved and continues to be a work in progress, able to reflect the needs of the users. It has</p>	

been moved to a new platform. The PTSO also has a new email provider. Community Notes goes out as a separate email from which people can opt out. Eventually the process will be streamlined so that the Community Notes process will be even easier.

The PTSO has two Twitter feeds:  
@NewtonSouthPTSO and  
@NSHSCommunity

Many thanks were voiced to Bruce Henderson for his invaluable help.

### **Special Education Update – Jo-Louise Allen**

Jo-Louise thanked the PTSO for the FAQ on the web-site that includes Special Ed. She has added some questions and answers and will continue to do so in response to inquiries from others.

In the past, rising 8<sup>th</sup> graders received information about special education services at the high school in the spring. Now, however, the presentation will occur earlier in the year. Parents at Oak Hill, Brown, and some private schools (those that end after 8<sup>th</sup> grade) are invited to the meeting.

She is working with Shelley Borg in the hopes of getting the letter about accommodations for IEP and 504 students for college testing out earlier. There is a 7- to 10-week lead time to receive approval from the College Board for the accommodations.

Jo-Louise discussed Community Connections, which provides outings, lifeskill training, and other activities for

special education students ages 18 to 22.	
<p><b>Feedback on Library Presentation – Marnie Bolstad</b></p> <p>The library staff held a meeting on September 24 to introduce the library, its resources, and its programs to parents. There was a tour, a presentation of the website, and a question-and-answer period, and it was very well received. They are possibly having another presentation in the spring.</p> <p>The physical layout is continuing to evolve, with additional volunteers coming in to continue the process. The library website serves 1,300 students a day. The library has a Twitter feed.</p> <p>Stephie suggested putting a link on the PTSO website to the Library’s password links.</p> <p>Technology continues to be a vital part of the library offerings. One classroom has Apple TV. Ngrade is being used by some, but not all, teachers. The library staff is researching ebook options. Many texts and reference books are in the library as ebooks.</p>	<p>Someone on the PTSO technology crew will liaise with Marnie to do this.</p>
<p><b>PTSO Committee Presentations – various</b></p> <p>Heather Caminetsky updated the group on South Stage. Bruce has been very helpful with the website and emails. Their major fundraiser is in process for the spring.</p> <p>Bonnie Barber spoke about Hospitality. The first Teacher Appreciation Breakfast is November 15 and seems to be shaping up well. The PTSO website has a new</p>	

<p>volunteer link, so the process of getting volunteers has been streamlined. Bonnie will meet with Nancy to get up to speed on the other responsibilities of the Hospitality Committee.</p>	
<p><b>Teacher Feedback - Joe Scozzaro</b></p> <p>Joe commented that the teachers are feeling very stretched for time. The new Student Support system is very time intensive, and the team meetings take a lot of time. In spite of this, though, teaching at NSHS is still a pleasure and the faculty seem to be happy.</p>	
<p><b>Boosting Spirit at South – Lori Lass</b></p> <p>She and Bruce are looking to find a way to put information about athletic events on the website. This can be difficult since the times and days of games are a moving target. They are also investigating putting the events on TVs around the school.</p>	
<p>The next meeting of the PTSO will be held in the spring of 2013, the date to be determined later. The meeting was adjourned at 9:40 pm.</p>	

6:49 AM  
11/20/12  
Cash Basis

**NSHS PTSO Budget**  
**Profit & Loss Budget vs. Actual**  
July 2012 through June 2013

	<u>Jul '12 - Jun 13</u>
<b>Income</b>	
Direct Public Support	43,000.00
<b>Total Income</b>	43,000.00
<b>Cost of Goods Sold</b>	
Paypal Fees	775.00
<b>Total COGS</b>	775.00
<b>Gross Profit</b>	42,225.00
<b>Expense</b>	
Advertising	100.00
Annual Fees	850.00
Bank Charges	200.00
Book Sale	300.00
Directory	3,200.00
Enrichment Programs	1,500.00
Events	500.00
Gift Drive	500.00
Grants	
Classes	1,000.00
CORE	1,000.00
GELF	1,000.00
Houses	1,000.00
WISE	1,000.00
Grants - Other	12,780.00
<b>Total Grants</b>	17,780.00
<b>Hospitality</b>	
Appreciation Paper Goods	200.00
Faculty Lunch	2,000.00
Gifts	400.00
New Staff	50.00
Potluck Dinner	200.00
Senior Sendoff	1,200.00
Social	50.00
Support Staff Appreciation	250.00
Teacher Breakfast	1,000.00
<b>Total Hospitality</b>	5,350.00
Insurance	400.00
Landscaping	1,000.00
Office Expenses	500.00
One School, One Book Program	500.00
Postage	400.00

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**NSHS PTSO Budget**  
**Profit & Loss Budget vs. Actual**  
July 2012 through June 2013

	<u>Jul '12 - Jun 13</u>
Principal's Discretionary Fund	
Vice Principal Discretionary	1,000.00
Principal's Discretionary Fund - Other	6,000.00
<b>Total Principal's Discretionary Fund</b>	<u>7,000.00</u>
Printing	300.00
Projector Lamp	400.00
PTO Council Dues	170.00
Southfest	1,000.00
Website and Communications	600.00
<b>Total Expense</b>	<u>42,550.00</u>
<b>Net Income</b>	<u><u>-325.00</u></u>