



**Wallenberg Traditional High School PTSA  
General Membership Meeting MINUTES  
Tue January 9, 2018 6:30pm**

Board Members Present:  
Teresa Moeller, President  
Candy Tandoc, Membership

Annie Ogata, Treasurer  
Jennifer Norris, Secretary  
Sal Tandoc, Vice President

Cass Terry, Afterschool Rep  
Judith Mahnke, Teacher Rep  
Cecilia Lynch, Fundraising Chair

**Approval of Minutes:** approved unanimously.

**Principal's Report:** None. No administration or proxy attended

**President's Report:** Teresa Moeller President

Additions to the Board: Fundraising Chair Cecilia Lynch

Nominating Committee for 2018-19 PTSA Board: PTSA is seeking volunteers to identify candidates for PTSA Board. The key positions of President, Secretary and Treasurer must be filled, otherwise PTSA funds revert to the 2<sup>nd</sup> District PTA. Elections are held in in March or April

Bylaws Committee Update Parliamentarian Sara Ritchey, working with Cindy Cheng will submit revisions in February.

Discussion of Activities/Events Since last meeting:

- **Faculty and Staff Appreciation Lunch** The PTSA thanks parentsfor who donated time, food and gift cards.
- **Reflections Art Program:** RWTHS had 5 entries were submitted to the Second district PTSA for judging.
- **PTA Bulletin Board:** Cindy Cheng has volunteered to do the bulletin board for Winter

Discussion of Upcoming Events

- **Update on possible Senior Dinner** The student representatives said were busy doing other things so didn't want to commit. Cass conveyed the PTSA 's intention to assist in supporting the annual Senior Dinner.
- **Graduation Support:** One parent has sign up to lead. People are needed to get the gift mugs (in the RWTHS basement,) to the graduation site, deal with flowers for the stage and a photo area in the lobby.

**Treasurer's Report-** Annie Ogata, Treasurer requested approval of checks and they were approved

**Fundraising Committee Report:** Cecilia Lynch, gave an overview of funds received, costs incurred in the appreciation lunch and end of year appeal. Teresa thanked Cecilia for doing an inventory of PTSA supplies prior to doing the Lunch.

**Discussion and Action on PTSA spending for "School Supplies/Equip/Improvements/Planting"**

Teresa reviewed two lists submitted for possible funding. The first list was generated as a result of a Teacher Student Grant Program which Teresa distributed to teachers. The second list was generated by the Wallenberg administration.

Teacher Grant requests

Proposal	Item	Unit \$	Volume	Total
1	Incidentals for AVID students trip to UC Merced, CSU Stanislaus, & Yosemite		42 students	\$1,000-2,100
2	Wallapaloza T-Shirts	~\$4 each	Students, faculty & staff (~75)	\$3,000
3	Art Club Popsicle stick mural		All students create a personal stick to adhere to mural	\$100
4	Greenscreen		Student request	
5	Class supplies,	\$100 max	37 teachers submits receipts	\$3,700 max

Admin Requests – Estimated Prioritized based on percieved need -Nov 2017

Item	Unit Price	Volume	Total
Classroom Emergency Kits	\$65.00	35	\$2,275
Blackout roller shades Doors	\$60.00	31	\$1,860
Blackout roller shades Custom	TBD	15	\$1,200
Classroom tables	\$200	6	\$1,200
Classroom chairs	\$60	30	\$1,800
<b>TOTAL</b>			<b>\$7,135</b>

PTSA funds are supposed to support all students. Teresa supplied the green screen. T-shirts would be student designed

Ms. Stuart is currently running a Donors Choose initiative to raise funds for Photoshop for her students, and is \$1,700 short of goal. Teresa suggested cheaper alternatives, including a cloud subscription, using a free app (Seashore) to do initial work and Photoshop for finishing touches. She suggested someone speak with Ms. Stuart and then perhaps PTSA would consider funding this request in a future funding consideration round. Helen agreed to follow up. Art teachers have access to VAPA funds that might be used for the licenses. T-shirts aren't instructional materials they could not be funded with VAPA funds.

Teresa reminded the PTSA of the intention of doing two rounds of funding each year, rather than one.

Teresa reported that SFUSD employee for window coverings had been contacted by the PTSA. They measured the windows, and agreed to supply the requested black-out shades at no cost to the school.

Teresa stated despite the back and forth between the SFUSD Emergency Management folks and Principal Foster regarding whether Wallenberg has or has not received emergency kits and replenishment of expired supplies, she believes the district will eventually come through with what is needed. In discussion the group agreed this made sense, so both the black out shades and the emergency kits were removed from consideration during this round of funding.

Regarding the request for tables and chairs for a classroom, Ms. Mahnke said there are good desks in the basement and when she needed some recently she sent students down to get them. Jen noted that the request was for a new style of desk to create student learning groups.

Cass stated that she would support the PTSA purchasing new classroom furniture provided it was implemented systematically, so all teachers who wish to have this new style of furnishing are eventually able to have it and that the system for selecting which classroom(s) get the furniture is transparent and consistent with the systematic implementation plan.

It was noted that all present were Teresa is abstaining from this vote as she no longer had a child at the school, and her role as President warrants some impartiality.

Teresa opened the floor to proposals on how the decision should be made. Cecilia facilitated a weighted voting method in which each person present had two equally weighted votes, to quickly determine people's highest priorities. The three top vote getters were: (1) Wallapalooza T-shirts (2) a \$100 per teacher grant (3) 6 classroom tables and 30 chairs. Each of these items' cost was estimated at approximately \$3,000.

**SPENDING RESOLUTION** On a motion made by Helen, seconded by Jen the following resolution was approved by a vote of 6 in favor, 3 opposed and 2 abstaining (Candy and Teresa).

**The members approve up to \$6,000 in expenses, from PTSA SchoolSupplies/ Equip/Improvements/ Planting budget line to cover the purchase of a Wallapalooza branded t-shirt for each student, faculty and staff member, as well as the purchase of new tables and chairs for a classroom (6 modular tables and 30 chairs). With the t-shirt purchase being made prior to the furniture purchase to ensure we don't exceed the \$6,000 limit, which is meant to be all inclusive of taxes and shipping.**

Afterschool Program Report: Cass Terry reported that SAT Prep is now taking place Tue & Thu at 3pm. Beacon needs a physics and chemistry tutor. Beacon will be closed Friday Jan 12, 2018. Teresa asked Cass if she was willing to create a monthly Beacon newsletter for parents. Cass agreed to do so.

Student Representative Report: NONE

Membership Report: Candy reported that is not clear exactly how many members the PTSA currently has, as the list provided this evening was incomplete and some new folks joined when prompted as part of the online annual appeal donation process.

School Site Council Report: The SSC chair reported that SSC meetings were moved to Monday 5:30-6:30pm in the library. Meetings for the balance of the year are: Jan 22, Feb 26, March 19 "Community Meeting," and April 23. District SSC Summit will be March 3 at the Everett/Mission campus.

At the November SSC meeting, Ms Foster reported that RWTHS received an SFUSD district provide culturally appropriate curriculum for African American students, and mentor program for African American. In addition, ethnic studies, previously an elective, is now required by the school for all 9<sup>th</sup> graders, 10<sup>th</sup> graders are required to take World History. 11<sup>th</sup> Graders take US History or AP US History and 12<sup>th</sup> Graders may take either American Democracy/Economics or AP Government. Teachers have attended professional development to assist them in presenting information that is culturally relevant and sufficiently diverse.

SSC also learned that RWTHS uses new District wide science curriculum "Next Generation Science. Ms. Sijstermans assisted in creating the Biology curriculum. In 9<sup>th</sup> grade students take Biology; in 10<sup>th</sup> Chemistry; in 11<sup>th</sup> and 12<sup>th</sup> grade students may take Physics, Bio Technology or AP Environmental Science.

General Public Comment The floor was opened to general comment, and those present decided to go home