

Fort Couch Middle School PTSO General Meeting Minutes
November 19th, 2019

Call to Order & Pledge of Allegiance

Meeting called to order at 9:35 a.m.

Reading and Approval of Agenda and Minutes

The September 2019 general meeting minutes were presented. A motion to approve was made by Shelby Wherry, with second approval by Susan Coyle, and subsequent approval by all present. The minutes stand as read.

Statement of Treasurer – Prema Sridaran

Starting Balance as of 09/16/2019: \$ 27,716.54

Income-Deposits Made from 09/17/2019 to 11/18/2019

09/30/2019 – Student Activity Fee and Staff PTSO Membership - \$490.00
09/30/2019 – Student Activity Fee – Paypal to Bank Transfer - \$80.00
10/08/2019 - Student Activity Fee - Paypal to Bank Transfer - \$120.00
10/15/2019 – Student Activity Fee - \$120
10/15/2019 – Staff PTSO Membership and Directory Orders - \$100.00
10/29/2019 – Student Activity Fee and Staff PTSO Membership - \$260.00
10/30/2019 – Student Activity Fee – Paypal to Bank Transfer - \$80.00
11/07/2019 – Student Activity Fee and Staff PTSO membership - \$130.00

Payments from 09/17/2019 to 11/18/2019

09/23/2019 Check# 1331 Stacey Cobb For Welcome Day - \$246.02
09/30/2019 Check# 1333 Mike Davia for Lego Club - \$97.81
10/01/2019 Check# 1334 Ryan Duchi for Ping Pong Club - \$107.78
10/03/2019 Check# 1335 Katie Calano for Friendship Bracelet club - \$86.44
10/03/2019 Check# 1336 Lauren Ghilani for Distressed Club - \$232.49
10/15/2019 Check# 1330 Catherine Deep for Welcome Day - \$45
10/15/2019 Check# 1338 Yasmina Lagania for Games Club - \$53.92
10/15/2019 Check# 1332 Michele Mandler for Welcmoe Breakfast - \$184.40
10/25/2019 Check# 1337 Pat Corr for Sports Movie Club - \$14.97
11/06/2019 Check# 1339 Denise Henning for Auditing and filing Taxes - \$300
11/12/2019 Check# 1340 R.V.Nuccio and Associates for renewing the insurance policy - \$288
11/12/2019 Check# 1342 Olive Oils Pizza for Social II - \$132
11/12/2019 Check# 1343 Kona Ice for Social II - \$300
11/12/2019 Check# 1345 Betsy Boughner for Social II gift cards and concessions - \$178.62
11/12/2019 Check# 1344 Steve Maffei for DJ services at Social II - \$200.00

Ending Balance as of 11/18/2019: \$26,629.09

Pending Deposits

Pending Checks- yet to clear

Check#1341 Shannon Rosenberry for Water and concessions for Social II - \$55.23
Check# 1346 USC PTC for Unit Membership - \$450
Check# 1347 USC PTC for Staff Directories - \$40

Prema summarized that 442/640 students have paid the student activity fees. 190 from the 8th grade and 252 from the 7th grade.

Prema also read aloud the audit statement in which the IRS acknowledges that it has received the Fort Couch audit information.

In addition, Prema presented a change to the budget that the executive board would like to take a membership vote on. For each social, there are 3 staff members (in addition to the principals and guidance staff) that volunteer and they each are given a gift card in appreciation. For the last few years they have been \$50 gift cards and that money has come out of the Socials expense budget. The board would like to propose that the gift cards for teachers be added as a separate expense line item. Gina Swanson made a motion to approve the budget change and it was seconded by Shelby Wherry. All voted in favor and the budget will be changed to add the expense line, decreasing the amount in Gifts to School by the value of the gift cards for this year - \$450.

Correspondence – Catherine Deep, PTSO Secretary

Catherine read a letter from Mary Ann Stabile thanking the PTSO for the gifts to Fort Couch Middle School during the 2018-2019 school year.

Reports

Teacher Representative - Katie Calano

Mrs. Calano spent a moment introducing herself – after growing up in Bethel Park and attending Duquesne University she has been a teacher for 11 years. She spent the first 5 years as a High School teacher before coming to USC for the last 6 years. This year she is currently teaching on Team 1.

Mrs. Calano spoke about the Reach Out collection which will be starting on 12/9. Benefiting charities will include: MS BikeAthon, USC Police department \$5000 in Giant Eagle gift cards for needy and elderly residents, and Hope for Haiti. The student council will select a short list and the student body will vote on the 4th and final charity to benefit this year. The winning Team will get a trip to Ice Castle skating rink and food court.

Mrs. Calano and Stacey Cobb will catch up to discuss the Valentine Dance and Valentine grams in the coming weeks.

Executive Committee

President – Stacey Cobb

Stacey presented updates from the PTC meeting. Open Mic will be at 7:00 pm on 11/20 in the Boyce Theater.

Additionally, the PTSO has begun to use a new email communication system, Mailchimp, by utilizing the email addresses that were provided to the district through the back to school online process. We now have access to over 1000 email addresses for FC families, and expect that to help increase communication.

There will be a presentation and discussion on Vaping on Dec 11th at 7:00 pm at the Boyce Rec Center hosted by the Youth Steering Committee.

1st Vice President- Sian Howell had nothing to report.

2nd Vice President- Joe DeMar

Mr. DeMar said that the school year was going well and that there had been very few issues this year – and those issues that are occurring are largely Social Media related.

He further communication that Winter Sports are getting started. There is a new program for boys called Basket Ballers – for those boys that did not make the ‘A’ team to play for Fort Couch against other school districts, the can play on a team that practices at Fort Couch and plays a round-robin style schedule against the other FC teams. At the end of the season they will take a survey of the students that participated and consider feedback for next year.

He also let us know that the FC students took the PA Survey and shared the date for the Winter Assembly (Fri. Dec 20th) when the band, chorus and orchestra students will perform. Parents are welcome to attend.

The school district is still in the process of trying to hire a music/band teacher – there have been delays because it has been more difficult to find the right person than they had hoped it would be, and they have revised some current teacher schedules to accommodate.

Lastly Mr. DeMar spoke about the first initiative of the No Place For Hate program, as part of International Education Week, the Tamburitians were performing for the students. They will do 4 different dances for different cultures and talk to them about those cultures.

Board Advisor- Katy Loomis had nothing to report.

Special Guests

Ray Carson – Senior Director of Operations & Administrative Services

Ray Carson, spoke about the ALICE training that our students, teachers, administrators and School Police have received over the past several months.

ALICE – Alert, Lockdown, Inform, Counter, Evacuate

ALICE is a gold standard in event training and response and it is viewed as a “life-skill”.

The main message is that you need to have and know your options in an event situation. The training for students was and will continue to be age appropriate, with No gun fire, No unannounced drills, and always with notification of parents beforehand.

School Board Member – Amy Billerbeck and Dante Plutko

The Administration building is now complete and they are now using it. There will be an open house for the community at some future time. The new address is 1775 McLaughlin Run Road.

The pool is not going to be done for the mid-December as originally hoped, but they are working on it as fast as they can. They are doing a good job of not sacrificing quality for speed.

The girls HS soccer team was recognized for playing “with” the Brashear team in a scrimmage during a recent game that was being dominated by the USC team.

Last week Dr. Michelle Borba’s visit was a big success. In the morning there was a professional development session for middle school teachers and staff and in the evening was a presentation for the community.

There is a pilot program at the HS on Financial Literacy, with the hope that it will ultimately become a requirement for graduation. The Pilot class is running one semester and fits into the students schedule opposite of gym. It is also being offered in 2 immersion days for Juniors and Seniors.

The board is getting ready for a security audit, and the board reorganization that will happen on Dec 2nd as a result of recent elections. The calendar for the next school year has also been published.

The ETC (Extended Teacher Certification) program is being introduced to offer community members who have a bachelors degree in an area outside of education, a certification process to become substitute teachers in the district. It is a free 1-day training program, that will be offered online as well. They will be paid positions, that will require “employee clearances”, and there is a rule that you cannot be a sub in your own child’s classroom.

Standing and Reporting Committees

- 1) Apples for Students/Shop N Save SEEDs, Aileen Atencio
 - a) Parents can sign up for Apples for Students as well as ShopNSave Seeds – directions are available on the PTSO website and were published through FB and email. Box Tops will no longer be collected at Fort Couch, so families can send them in to the other school buildings.
- 2) Arts in USC
 - a) An email went out about registration and deadlines. Writing = 12/13 and Art = 1/7/2020
 - b) The first 20 participants that request reimbursement for the entry fee will be reimbursed. The first 10 by the PTC and the second 10 by the PTSO. Submission is all done online and details are available on the PTSO website.
- 3) Band, Shelby Wherry
 - a) The band students continue to rehearse before school several days a week, and attend pull-out lessons during the school day. The hiring issues related to finding another band teacher for the middle school has caused some limitations for lessons – so that students are having lessons almost entirely in the first half of the day, and therefore missing the same classes for band every few weeks.
 - b) The Symphonic Winds, the FC auditioned honors band, played earlier in Nov with the Community Band South.
 - c) The Air Force Band is coming to USCHS to play a concert on 11/20 at 7:00 pm and all are invited to attend. Note this is only a performance, the FC band students are not performing.
 - d) This year for the first time there are actually 2 jazz ensembles, due to the very high interest and number of kids who auditioned. Jazz 1 will be a traveling band and will play at the Nutcracker on Dec 13th. The bands will play at the winter assembly on 12/20.
- 4) Chorus, Catherine Deep
 - a) Chorus is working with Mr. Hunsberger to prepare for the concert on Dec 12th with Boyce chorus, as well as the winter assembly on 12/20. The auditioned ensemble Mixed Group will be performing at both the Goodwill Center and at the Pgh Airport in Dec as well.

- 5) Caught You Being Good – Stephani Ioli, Michele Mander
 - a) An email was sent out to look for volunteers to work the CYBG table during lunch periods throughout the 2 weeks in December, as well as for candy donations. Students will get a piece of candy for each CYBG slip they have, and those slips are used for daily raffle winners as well as the big raffle winners at the winter assembly.
- 6) Orchestra, Prema Sridaran
 - a) Mrs. Shoemaker has finally finished the tryouts for the honors orchestra as her schedule only has her at FC on Tuesdays and Wednesdays. So honors orchestra will rehearse on Tuesdays before school and regular orchestra will rehearse Weds before school.
 - b) There is a concert with Boyce orchestras on Dec 18th and they will also perform at the winter assembly on 12/20.
- 7) Directories – Prema Sridaran
 - a) The directories should be distributed before Thanksgiving.
- 8) Staff Appreciation, Michele Mandler
 - a) The Staff Appreciation Warm Winter Wishes dessert bar event is scheduled for Dec 19th. There will be an email going out to sign up for donating items. The PayPal link will also be available for those who would rather donate money than items.
- 9) Spirit Wear, Susan Coyle
 - a) There were 46 orders in the fall sale and the profit was \$288, it was good that it was done early in the fall, because there are LOTS of organizations that do spirit wear before the holidays.
 - b) Susan is planning for another sale in the Spring – probably around April.
- 10) Socials, Betsy Boughner, Shannon Rosenberry, Gail Groniger
 - a) The second social was a success – 250 students attended out of 640 in the school. The next social is on Thur 2/13/2020.
- 11) Spirit Nights, Sian Howell
 - a) The Spirit Night at Chipotle on Oct 16th didn't have enough participation to reach the required minimum, so we did not raise any funds from the event. The PTSO will try to look into some different locations that offer Spirit Night fundraisers.
- 12) Sharing & Caring, Exec Board
 - a) The first \$500 that is made from FC PTSO fundraisers for the school year will support our Sharing & Caring Fund. Stacy has reached out to the guidance office and will work with them to see if there is any need for the funds so far this year.
- 13) Yearbook, Stacey Cobb
 - a) Stacey will be meeting with the committee for yearbook soon. So far pictures have been taken for the 1st day of school, the 1st social, some sports. The yearbook for Fort Couch will be a soft back covered book this year and orders will be done one time later in the school year.

Unfinished Business

There was no unfinished business.

New Business

The PTSO has established an Amazon Smile account. Now families can select Fort Couch PTSO as their charity/non-profit of choice and a portion of all eligible purchases that are made through smile.amazon.com will go to Fort Couch PTSO. The website, products, prices and shipping are all exactly the same as the regular amazon site.

The Cartridges for Kids program will begin Jan 2nd – FC PTSO will be collecting cell phones, iPads, iPods, tablets, ereaders, notebooks, and laptops as well as ink and toner cartridges for e-cycling. For each item we collect and send in, CFK will make a donation to the PTSO. This is the first year for this program at FC, and we are still looking for a 7th grade parent to help out this year in anticipation of continuing the program next school year.

There will be no general meeting in December, so the next general meeting of the Fort Couch PTSO will be held on Tuesday, January 21st 2020.

Meeting adjourned at 10:58 a.m.

Respectfully submitted by Catherine Deep, Secretary.

Ft.Couch PTSO Budget for November 2019

	Budget 2019-2020: Based on projected enrollment of 620 students	YTD	Notes
Income:			
Activity Fee	\$18,600.00	\$17502.70	620 students x 75%=465 students x \$40
Staff PTSO membership	\$0.00	\$110.00	
Staff Directory Orders	\$0.00	\$40.00	
Fundraiser: Apples for Students	\$1,000.00		
Fundraiser:BoxTops	\$100.00		
Fundraiser: Spirit Night 1	\$100.00		
Fundraiser: Spirit Night 2	\$150.00		
Fundraiser: Spirit Wear	\$200.00		
Fundraiser: Valentine Grams	\$150.00		
Staff Appreciation: Paypal Income	\$0.00		
Spirit Wear Sales: Income	\$0.00		
Miscellaneous Income	\$0.00		
Donations	\$0.00		
Prior Year Funds	\$3,500.00	\$8,101.72	
Bank Reserve	\$5,000.00	\$5,000.00	Fixed by Board Vote
Total Income:	\$28800.00	\$30754.42	
Expenses:			
Operating Expenses			
Accounting Fees	\$400.00	\$348.14	Auditing fees and purchase of Quicken software
Administrative Expenses	\$300.00		Needs to include membership forms, letters and postage
Bank Reserve	\$5,000.00		Fixed By Board Vote
Family Welcome Day	\$500.00	\$291.02	
Council: Membership Dues	\$450.00		Fixed amount by USC PTC
Hospitality	\$610.00		See Budget Detail Tab
Insurance	\$350.00	\$288.00	
Gifts	\$400.00		Secreatries/Custodians Thankyou's included
Miscellaneous Expenses	\$100.00		
Staff Directory Orders	\$0.00		
Activities			
Caught Being Good	\$750.00		
Chorus/Musical	\$400.00		Based on \$5/student
Academic Enhancements	\$1000.00		
Field Day	\$650.00		
Band	\$600.00		Based on \$5/student
Gift to School	\$3,650.00		Conservatively estimated surplus
Orchestra	\$300.00		Based on \$5/student
Yearbooks	\$240.00		6 books @\$40 (1 office, 1 Library and 4 guidance)
Red Ribbon Week	\$250.00		
School Clubs	\$2225.00	\$593.41	
Sharing and Caring	\$500.00		Funds from prior year used spirit wear sale
Spelling Bee	\$100.00		
Spirit Wear Payment	\$0.00		
Socials	\$3600.00	\$2475.59	See Budget Detail Tab
Staff Appreciation	\$1700.00	\$184.40	See Budget Detail Tab
Student Council	\$300.00		
Team Enhancement	\$3,000.00		
Test Snacks	\$500.00		
Valentine Grams	\$125.00		
8th grade Farewell	\$800.00		
Total Expenses	\$28800.00	\$4180.56	

Budget Details

Socials Expenses	\$3600.00	Possible Distribution
Staff Gift Cards	\$500.00	\$50 x3 Staff x 3 Events
DJs	\$900.00	\$300 x 3 Events
Food and Beverage	\$1200.00	\$400 x 3 Events
Special Items	\$1000.00	\$250 x 3 Events
Staff Appreciation	\$1,700.00	
Welcome Breakfast	\$400.00	
Warm Winter Wishes	\$100.00	Food Donations and Paypal Contributions from Parents
End of Year Events	\$1,200.00	
Hospitality	\$610.00	
Paper Products/food and water for the PTO meetings	\$200.00	PTSO and PTC meeting
PTSO May Luncheon	\$410.00	Year End Lucncheon