

**North Springs Charter High School Spartan Nation  
Executive Board Meeting Minutes  
August 23, 2016**

**Board Members:**

*Present:* Theresa Wooldridge, Dianne Wooldridge, Julie Abes, Stephanie Fox, Sandra Jewell, Tracey Baylin, Debra Cohen, Lisa Greenberg, Dorothy Kitchens, Eva Walston

**Guests:**

*Present:* Melissa Anthony, Kevin Rogers, Judy Roseman, Alyson Tuck, Elizabeth Glass, Susan Newman, Reg Kamean, Leigh Eiberger, Lori Bohrer,

**Proceedings:**

Theresa Wooldridge called the meeting to order at 9:34 a.m.

**President's Report:**

**School Governance Update:**

Theresa Wooldridge asked that each person in attendance introduce herself, himself to the group. She also asked that we stick to the agenda. For future meetings she asked that background information be distributed to the board prior to the meeting so that the topic can be a part of the agenda and that we may discuss and make good, informed decisions.

Theresa opened the floor to talk about the pros and area for improvement with Gear Up Days. Credit card acceptance was a plus because often parents attending do not have cash and it sped up the line movement. It was suggested that perhaps those with a Fast Pass can get an "early bird" time. The lines for general admission and fast pass need to be designated better. As people are in the general line it was suggested that we pass out forms and key information as they wait. Affidavits need to be processed prior to Gear Up Days and it should not be a responsibility for Spartan Nation volunteers. We need to do a better job of communicating to families the importance of Spartan Nation donations and what the donations do for NSCHS. The tone needs to be that being a donor is expected and is a very good thing to do. Mr. Rogers said that we can program the TVs with key information during future Gear Up Days.

**NSCHS Report:**

Mr. Rogers reported that schedules are worked out for most students. NSCHS enrollment is up and three new teachers are expected to be hired and placed in key areas. Digital devices parent forms are out and parent signatures are needed in order to distribute the devices. Mr. Rogers remarked that the school climate is positive and he expects the year to be a good one. The registrar is still enrolling new students. Tuesday, September 13<sup>th</sup> is curriculum night.

**Treasurer's Report:**

Dianne Wooldridge reported that the FONs budget and PTO budget are structured differently. FONs only budgeted expenses but did not spend monies before they had the funds. She created the Spartan Nation budget from the funds available. Because FONs was one of the only 5013c organizations NSCHS had, designated donations for certain organizations were held and processed through FONS. Scholarship monies in the budget are spoken for. Money reserved for grants may come back to the general fund if they are not allocated.

As decisions are made, funds will be reserved and reduced monthly as allocations are made i.e. teacher grants. Dianne will include other financial sheets next meeting.

Credit card expenses will be reported and deducted from the gross total. In kind donations will be accounted for. This gives transparency and historical information as to whom gave in kind donations.

Charitable donations must be made through Spartan Nation. In turn, Spartan Nation donates the gift to NSCHS. A letter will be sent to the school. The secretary provides a letter to the donor with the value of the donation. All donations must be reported to the treasurer.

Spartan Nation will be audited by an outside entity. This is a must for grant awards. A separate budget will be developed for any fundraising project. It was moved to approve the budget with minor edits. The vote approved the budget.

#### **Hospitality:**

The hospitality committee hosts school events and staff appreciation. For Gear Up days the committee provided waters and candy to those in attendance as well ice cream for freshmen. The decorative and festive balloons were also provided by the hospitality committee. Susan Newman reported that waters for curriculum night will be delivered on Wednesday. Pizza and Caesar salad will be provided to teachers. Julie Abes will provide a schedule of events that will be distributed to the board. Finally, a teacher appreciation breakfast was served to teachers on the Friday prior to the first day of school.

#### **Communications Update:**

Stephanie Fox stated that Spartan Nation newsletters will be posted on the Spartan Nation website. Great Day of Service project sponsored by Dunwoody United Methodist Church will be at NSCHS on October 22<sup>nd</sup>. Stephanie will post a calendar of events.

Joy Sandoz has been working at getting information updated to MembershipToolkit.

#### **Campus Affairs and CCC Update:**

Reg Kaeman reported that she and her committee are scheduling college campus visits at NSCHS. A joint college fair with Riverwood HS will be at Ridgeview Middle School on September 28<sup>th</sup>. There will be a Lunch and Learn event about the ACT/SAT September 22<sup>nd</sup> led by Edison Prep. Applerouth will facilitate mock testing on October 8<sup>th</sup> and October 29<sup>th</sup>. The cost is \$10/student.

Lisa Greenberg reported that the school store can no longer sell snacks per Fulton County rules. The school store will be open for business on Fridays of football games. She welcomed us to join her in selling spirit wear at the home football games.

Debra Cohen has begun the student and teacher of the month process.

#### **Community Affairs:**

Debra Cohen asked that the board communicate with her for their particular needs. She works closely with the community and may be able to have some needs met through donations from the community. Donations of \$500 or more by supporters NSCHS will be invited to the thank you breakfast sponsored by Hammocks in April.

#### **Ways and Means:**

Theresa Wooldridge reported on behalf of Erin Olivier that fundraising discussions will be on the agenda next Spartan Nation meeting.

#### **School Needs:**

Sandra Jewell reported that she is meeting with NSCHS teachers about school needs and teacher grants. The teacher grants process is about to begin.

The grant for building the recording studio will expire this year so this project must be completed.

Fulton County has not and may not provide the computers needed to teach a music class that is offered, has a trained teacher (training funded by a teacher grant) and the software (funded by PTO funds last year) needed for the class. Mr. Hanson is aware of the situation and working to get the computers needed.

Sandra excitedly reported of the building of a “maker’s space” where students can create and make wonderful things.

A Beautification Chairperson is needed for NSCHS. The job is not a hard one. Basically, one needs to direct volunteers where to plant, water, clean, etc. areas on campus.

Spartans Helping Spartans needs funding. This fund helps NSCHS students when emergency situations like homelessness come up.

**Family Involvement:**

Dorothy Kitchens will promote Spartans Helping Spartans. Dorothy reported the she received a good response from parents on the parent survey from Gear Up Days. Let her know of your volunteer needs.

The next PTO meeting is scheduled for September 27th at 9:30 am.

Meeting adjourned at 11:24 am.

Respectfully submitted,  
Eva Walston  
NSCHS Spartan Nation Secretary