

P.A.S.T. BOARD MEETING

October 4, 2011

ATTENDANCE: Diana Dunn, Susie Mallard, Susan Caffery, Michelle Rieger, Joe Castagna, Sophie Bender, Karen Cahill, Tammy Scarborough, Sumana Rajagopalan, Jeanette Peirce, Jenna Hale, Val Martin, Terri Turk, Hira Srivastava, Kathy Jacobsen, Rob Menees, Lisa Stevens, Jennifer Frangos.

Meeting called to order at 6:05 pm by Diana Dunn, PAST President.

Minutes from the September 6 and 10, 2011 PAST meeting were reviewed. **Jennifer Frangos made a motion to approve minutes from both meetings, September 6 and 10, 2011, as presented. Joe Castagna seconded the motion. All voted in favor to accept Minutes as presented.** Secretary will send approved minutes to Communications to be added to AST website.

PRESIDENT'S WELCOME: Diana Dunn

- See attached agenda for details of each topic.
- Diana and Dr. Caffery attended the CISD PTA president/principal meeting on September 7. Highlights included in agenda. Next meeting is November 2, 2011.
- Review of General meeting and AST picnic: Additional reminder that only the Treasurer receives payments for logo items and membership. It was also thought that it would be better to open up both sides of the serving tables to facilitate flow of attendees along the food lines. Food service held up the meeting agenda.
- Science Fair night: thank you to Hospitality for feeding 12 parent professional speakers and two dozen student presenters.
- Coffee with the Headmaster was September 16. Next coffee will be January 2012.
- Class of 2016 AST Information nights on September 20 and 22, were attended by over 100 people each night. Parents signed up for one of two entrance test dates in October.
- Senior Banquet: Terri Turk reported that because of Robotic competition dates which are in conflict with present banquet date on April 20, 2012, she was discussing with the Marriott to change the banquet to April 22, 2012. By changing to April 22, we could secure use of the Ballroom, which is the preferred banquet hall on that Sunday. The ballroom was used for the 2011 AST banquet. There is no change in price for hall rental on this date. Possibly the previous Saturday night event might let us use their AV equipment and floral arrangements? **Diana made a motion to approve the change in date of the Senior Banquet from April 20 to April 22, 2012. Jennifer seconded the motion. All voted in favor.** Time of event will be determined at next meeting. Theme is not yet confirmed. Dr. Caffery will have students confirm the theme and choose a slogan for next PAST meeting. Discussion held re: price increase per ticket for nonPAST senior family members. **Rob made a motion to increase the price of Senior banquet NON-PAST member family tickets to \$70/each. All student tickets will remain the same price. Tammy seconded the motion. All voted in favor.** All student and PAST member tickets will remain at \$50 like last year.
- Senior profile update: Carol Steinke was not present. Diana reported that 1000 profiles for 2012 were delivered to the AST office by Carol Steinke on Monday, October 3rd. AST secretary, Terry, will deliver them to Ms. Creel in CCC this week for distribution with

transcripts requested by AST students on Family Connection. Carol Steinke has agreed to prepare profile again next year. It was asked if nonPAST students might pay for their profiles. Board agreed that all AST students would not be charged.

VICE-PRESIDENT: Michelle Rieger

- Class representatives met September 20. It was determined that Senior Banquet chairs should be changed from Senior parents to Junior parents, so that the upcoming class representatives learn, as well as give senior parents a chance to enjoy the banquet.
- Michelle has organized a parent lunch for October 13 at 11 am at Café Express. There will be a dinner/fundraiser October 11 from 4:30 to closing at Willy's (this is also College Night at Lone Star Convention Center).
- Alumni chairperson: Rajee Hari was not present. No new alumni have registered recently.
- Scrapbooking chairperson: Kathy Jacobsen clarified that CP now offers AST 8 and possibly 10 free student life Yearbook pages, which does not include the club pages given to Robotics and Destination Imagination (4). Last year AST had 6 free pages in student life section. If we want more pages, they are \$500 for a two page spread. After Board discussion, it was decided not to pay for additional yearbook pages or QR code options. Due date is around March 2012. Kathy is open to scanning donated photos to a digital scrapbook - Snapfish format for students to purchase access to. Kathy will coordinate with Dr. Caffery on photos. Dr. Caffery will email via school messenger, an opt-out release form, to facilitate photo inclusion in Snapfish. Send photos to Kathy's email.
- CP-PTA/PAST liaison report – Sumana Rajagopalan reported that she attended the first TWCP PTA meeting on September 13. She will email highlights and details to the PAST board members. Meetings will continue the second Tuesday of each month. She also attended the CISD tax seminar. She reminds us that there are two tax free event days and it is better to schedule them over the two calendar years of the school calendar. Logo items may be delivered without tax implications. Resale items are tax free. Big ticket school items, ie lab equipment are best requested of the school to purchase as they might get a better price and are tax exempt. Taxes are 8.25% with 6% going to state and 2.25% going to county.

TREASURER'S REPORT: Susie Mallard

- See attached financial reports from September 2011.
- Susie noted we are within our budget and membership and donations are down slightly from this time last year. Still waiting for receipt from all logo items so they may be deducted from income. Will add an Alumni donation line to PAST budget.

HEADMASTER REPORT: Dr. Caffery

- See attached report for details and upcoming events.
- Testing for Class of 2016 on Saturday, October 8 and 15, 2012.
- CISD College night, Tuesday, October 12 at Lonestar Convention Center at 6 pm. Get there early. Bring mailing labels to facilitate signing into college mailing lists. Expect more than 200 schools. This is the night before the PSAT.

- PSAT is October 12.
- Distinguished Lecture series continues Oct. 13.
- ASU's annual Food drive for Montgomery County Kick-off/ice cream social is October 22.
- No clarifications of teacher wish list yet. Rob Menees will work with Dr. Caffery on this list.
- Will send an opt-out photo/video release to include Snapfish digital scrapbook, as well as other media formats, via school messenger emails.

COMMITTEE REPORTS

FUNDRAISING: Val Martin and Tammy Scarborough

- The remaining Logo items arrived today. Tammy will verify orders with delivered items and place them in Dr. Caffery's office for student distribution. Students will receive notification via emails. Following inventory check, Tammy will send invoice to the Treasurer.
- Since the logo mug color was not the correct shade of blue, the vendor gave PAST 20% (\$56) discount off the price.
- Val set up fundraiser nights. Crust Pizza (including take out) in Panther Creek shopping center on Sept. 9, Oct. 24 and Nov. 28 from 4:30 to 8:30. Willy's Grill (includes alcohol) in the Walmart shopping center is Oct. 11, Nov. 8 and Dec. 13 from 6-8 pm. PAST earned \$74 from the Sept. 26 night at Crust Pizza.
- Tammy and Val prepared a parent letter. They have emailed a draft to PAST members for editing/comments. Will approve at next meeting for dissemination to AST members. Add a line to letter indicating to email Susie Mallard to confirm if you are already registered as a PAST member.
- **Lisa Stevens, lead on the Kroger Card initiative**, reports that PAST made about \$450 last month. There are over 120 cards in circulation. 26 cards were active last month. It was noted that some load their cards every couple months. Lisa will check to confirm that money loaded on the card actually gets credited to PAST. She is considering a contest to get more money usage on cards, ie. Gift for the most money loaded on card??

ACADEMICS/EXPLORATIONS: Ralph DiGuilio was not present

- Fall explorations tour organized thus far include: Montgomery County CSI Crime lab and St. Luke's Hospital, where students are to observe a heart surgery narrated by PAST parent, Dr. Bernardo De La Guardia.
- The Committee has compiled a list of nearly one dozen additional tours and two dozen professional speakers for this school year, so far.

FRIENDS OF THE ACADEMY: Joe Castagna

- 18 new volunteer forms to add to volunteer list.

COMMUNICATIONS: Hanbo Wang was not present

- Will post PAST meeting minutes on PAST website.
- About 43 directories are left. No need to order more at this time. The remainders will be held in AST office.

TEACHER APPRECIATION: Jenna Hale

- Provided a well prepared lunch for teachers.
- Meeting held with volunteers on Sept. 11. This section is receiving many enthusiastic parent volunteers. The full school year is nearly scheduled. Will do Teacher Appreciation AST cap day in October.

AWARDS: Rob Menees

- Organizing a bus for the ExxonMobile Baytown Refinery tour on 3/23/12 (early release day) and possibly for the South TX Nuclear Plant in Bay City. Applying for \$1000 Walmart and HEB grants. Will begin applying for smaller, local grants and advance up the STEM grant ladder. Will have a spreadsheet prepared for next meeting detailing local companies and potential donation amounts and requirements.
- Will work with Dr. Caffery on teacher wish list clarifications.

Hospitality: Sophie Bender

- Preparing for the ASU annual Montgomery country food drive kick off ice cream social October 22.

NEW BUSINESS:

- Michelle reports that the class representatives for the Freshman and Sophomore classes will meet on Oct. 21 for lunch at McAllisters or NY Pizza after early dismissal.
- Val suggests using the subject line of emails to provide full, brief information with "EOM" at end of line indicating end of message, so folks do not have to open emails. Also use "NNR" to indicate no need to reply.
- Diana presented a PAST gift basket from Great Harvest Bread Company to Dr. Caffery in condolence for the loss of her mother this last week.
- Next PAST Board meeting will be Tuesday, November 1, 2011 at 6:00 pm in the CP Library.
- **Diana made a motion to adjourn the meeting. Susie seconded. All approved and the meeting was adjourned at 7:50 pm.**

Minutes submitted,

Jennifer Frangos, PAST Secretary