

AHS PFC Meeting May 18, 2016

Agenda and Reports

Welcome and Call to Order – Liz Cangelosi and Deborah Lopez, PFC Co-Presidents
Flag Salute – Carole Gilligan, Parliamentarian
Approval of Minutes – Debby Pattiz, Recording Secretary

AHS Admin and Staff:

Pat Brooks, Head Counselor
Elise Aries, College and Career Center Clerk
Kristen Marsilio, Assistant Principal, Curriculum and Instruction
Scott Foli, Assistant Principal, Athletics
Marty McGrady, Assistant Principal, Activities
Mr. Brian Mercer, Principal

Liz Cangelosi and Deborah Lopez, PFC Co-Presidents

- 2016-17 Board and Budget Vote
- PFC Updates

Guest speaker: Elise Aries

Open Q & A Period

Committee/Booster Written Reports - attached

Please check the table at the back for flyers/announcements.

PFC Committee Reports

Volunteers, Brandi Roschko and Noreen Salisbury

Thank you to all of the amazing volunteers who have stepped up to help throughout the year! We truly appreciate all of your time and energy. As the school year comes to a close, and families are getting ready to head off for the summer, we are busy looking towards 2016-2017 Registration. This year registration will take place over 4 days (tentatively August 16-19). Please let me know as soon as possible whether you can volunteer. Registration requires a lot of volunteers to help the process run smoothly and efficiently. You can email Broschko@aol.com if you are able to help. Thanks again!

e-Scrip, Susan Nathanson

Target Take Charge of Education Program ended in May 2016. Will be focusing on Ralphs Community Rewards Program in September 2016. We plan on spending a few days in front of Ralphs on Kanan to give shoppers the opportunity to link their cards to the AHS PFC. This strategy worked very well this year. Let us know if you'd like to help!

Donation Drive/Membership, Anne Ting and Tien Campion

Spring Donation Totals so far is \$6,170. Thank you to all who have contributed! We would love to meet our goal of \$10,000 so if you haven't had a chance to donate yet, please do so with a check made out to AHS PFC or online at www.pay4schoolstuff.com. THERE IS STILL TIME to DONATE. Senior families, consider donating to the graduation seating packages – win win!

Hospitality, Roubina Khoylian and Kristin Bonavida

Our last PFC faculty luncheon will be on Wednesday June 1 in the G Building as usual. A sign up request will be in the 5/15 PFC News and the next two Sundays as well . Our last luncheon had the largest turnout ever, 30 more than previously and we expect as many this time. For the first time we were short on food, so we need a better response on food donations. If you can help out, 180 hungry faculty and staff members will be grateful. In addition to food donations, you can sign up to help (we get a fabulous crew to work with), bring drinks, or make a monetary contribution. Help out if you can and please forward the link to any friends who may not be getting the PFC News.

Charger Club, Dennis Ritterbush

Charger Club has put together a new slate of officers for the 2016-17 athletic year. The officer slate includes: Tami Miller as President, Skip Voss as Vice President, Tiffany Garrison as Treasurer, Laura Daly as Treasurer, Mai Fey as Merchandise Chair, and Dave Kempton as Parliamentarian. The Lacrosse team had great success with the Opportunity Drawing held over the last few months, both the Wrestling team and Charger Club were recipients of some of the proceeds of the drawing as well.

Music Boosters, Margaret Geeson

The Music Boosters launched a Spring Donation drive in April. Participation donations are at about 80% of our goal and we are trying to meet our budget for the year. We are also beginning plans for a Music and Arts Festival to be held in the fall. We are hoping to get some incoming parents involved in the planning this summer. It looks like it will be a busy summer!

The Music Program has a full slate of concerts scheduled through year end and will also be performing at Broadway Night and Graduation. Studio Jazz and Jazz A will launching the TGIF concert series at Westlake City Hall on Friday May 20th. Please go to: <https://agourahighmusic.wordpress.com/> for more information on our Spring Donation drive and calendar.

Directory, Tracy Friedl

NEEDED: a partner for next year! 2016-17 will be my last year so I am looking for someone who would like to learn the ropes to continue with the Directory. The job is not difficult, the computer skills required are minimal and it can be done on your time schedule. The workload is slow and steady from July to October, with a couple of short busy spurts, and the bulk of the work is done by November. Contact me at friedlfamily@sbcglobal.net for more info.

Sponsorship, Jemma Wildermuth

NEEDED: a partner for next year ... also! This is Jemma's last year working on sponsorship which includes the directory and enews. If you are interested in this position, join Jemma as a co-chair in 2016-17 so she can train you. It brings in significant revenue for a PFC so this is an important job! Contact jemwildermuth@gmail.com if you are interested.

Recording Secretary, Debby Pattiz

AHS PFC
Minutes of General Board Meeting
April 20, 2016

The general meeting of the Agoura High School Parent Faculty Club (PFC) was held on the above date in the Community Room of the Agoura Hills Library, 30001 Ladyface Circle, Agoura Hills 91301. Co-President Cangelosi called the meeting to order at 9:07 a.m. Parliamentarian Carole Gilligan led the flag salute. Minutes from the March 17, 2016 PFC meeting were approved.

Present at today's meeting:

Executive Board:

Brandi Roschko
Carole Gilligan
Cindy Olivares
Debby Pattiz
Deborah Lopez
Julie Paik
Liz Cangelosi
Rebeca Golden
Tien Campion

Committee Chairs:

Daryl Albus
Jemma Wildermuth
Natalie Spievak
Susan Nathanson
Svea Knabe

General Mems & Guests:

Anna Murad
Ellen gams
Karen Peterson
Kim Hamilton
Kim Templeton
Kimber Salvaggio
Kimberly Steinbach
Kimberly Tiso-Koch
Laura Leiniger
Lesli Kraut
Lisa Courter

Admin & Staff:

Brian Mercer, Principal
Kristen Marsilio, Asst. Prin.
Marty McGrady, Asst. Prin.
Pat Brooks, Head Counselor

I. AHS Administrator/Staff Reports.**• Pat Brooks, Head Counselor:**

- Senior information handout with important dates and deadlines for activities has been provided to seniors and their families.
- Community scholarships are available for seniors – please apply.
- All 3 Rotary Club scholarship winners went to Agoura students!
- Senior Survey opens on Monday, April 25. Students must complete in order to receive graduation tickets.
- Counselors will be in touch with students who need to enroll in summer school. Knowledge Counts registration is open. If students are interested in enrolling in another accredited summer school program, pre-approval is required.
- If a student needs help during Support, please email the teacher the night before in order to be proactive and ensure that the teacher is aware that help is needed. Most teachers are not available for

lunch since it is their lunch time which is “protected” time for teachers. Administration will remind teachers to be supportive during Support.

- Final exams, AP Testing, IB Testing, SAT Testing are all coming up. Keep an eye out for stress and encourage students to take breaks in studying.

- **Brian Mercer, Principal.**

- Spring musical “Once upon a Mattress” performances will be held Thursday, Friday and Saturday (middle schools invited to attend Wednesday dress rehearsal for free)
- Athletic Training program was in the finals competition and Agoura student Olivia Rox took first place for the region. The sports med team is advancing to the next round.
- Technology needs to shift to every day use in classes. Some students use phones, Ipads, or their own laptops instead of Acers for technology.
- Thank you to Kristen Marsilio for her outstanding service. She will move into a special ed teaching position. Economics teacher Susana Baird has been hired as Asst. Principal for Athletics and Scott Foli will be moving over to Asst. Principal for Curriculum & Instruction.
- Mrs. Baird will continue part-time in Economics. A new teacher has been hired for math to fill the vacancy in the department left by Mr. Beaton.

- **Kristen Marsilio, Asst. Principal for Curriculum & Instruction.**

- 10th graders tested for science last week.
- 11th grade will test May 17-20 in math and English during regular class periods.
- There will not be a special bell schedule for testing, so math students will test in a lab classroom to isolate the 11th graders.
- Results will be available 4-6 weeks after testing.
- There may be a lag in attendance accounting for approved school events such as testing and trips.
- Mass communication about graduation will be put out on Monday, May 9th. Mandatory graduation rehearsal will be on Wednesday 6/8.
- All qualified students receive 4 tickets; additional tickets may be purchased at the AAC.

- **Marty McGrady, Asst. Principal for Activities.**

- After school staff development will focus on tech training to attempt to improve relevance and use of Acers.
- Registration will be 4 days this year, with the addition of Tuesday. Freshmen, sophomores, and juniors will be having Acers checked out during registration. Registration group is working on how to roll them out more efficiently.
- Free transportation for prom only has 3 people signed up. If additional students do not sign up by May 6th, the bus will be canceled.
- All senior events must be purchased by May 6th.

II. Co-President's Report. Co-President Lopez presented the Co-President's Report:

- Manpower for Graduation on June 9th is provided by approximately 25 PFC volunteers doing ticket taking and parking from 4:45 – 7:00 before the ceremony begins. Please talk to Brandi Roschko.
- After graduation, families can donate robes back to the school for use by future students.
- Volunteers are needed for Grad Nite to help check the kids in. Students cannot take anything with them to Grad Nite so parents needed to help check students in.
- A volunteer is also needed for Sponsorship Coordinator for eblast and Directory after this year, so would like to find a co-chair to begin working with Jemma who can take over the following year. This is a work from home volunteer opportunity.
- A volunteer is needed to take over coordination for the AHS Directory. Tracy Friedl has one more year, so co-chair needed. This is a work from home volunteer opportunity.
- Volunteers are needed to provide tours to prospective students and parents.
- Summer school registration is open. Summer school will be held at Calabasas and students can pay to take a bus from AHS.

- Review the proposed budget and PFC Executive Board slate for 2016-17 in advance of the election which will be held at May's General Board meeting.

IV. Committee/Booster Written Reports. Documents (including Meeting Agenda, Minutes from the 03/17/16 PFC meeting, and PFC Committee and Budget Reports) for today's meeting were available via link on the weekly PFC e-news blast.

V. Adjournment. There being no additional business, the meeting was adjourned by Co-President Lopez at 10:21 a.m.

Respectfully Submitted By,

Debby Pattiz
Recording Secretary

AHS PFC
Minutes of Executive Board Meeting
April 13, 2016

The Executive Board meeting of the Agoura High School Parent Faculty Club (PFC) was held on the above date in the College and Career Center, Agoura High School, 28545 W. Driver Ave., Agoura Hills, CA 91301. Co-President Lopez called the meeting to order at 6:08 p.m.

Executive Board Members Present

Anne Ting
Brandi Roschko
Carole Gilligan
Cindy Olivares
Debby Pattiz
Deborah Lopez
Julie Paik
Liz Cangelosi
Noreen Salisbury
Rebeca Golden
Susan Kindelt
Tien Campion

AHS Admin & Staff Present

Brian Mercer, Principal

I. Budget for FY 2016-17.

- LVUSD principals and PFC presidents will be meeting on Thursday with The Foundation Board to consider the idea of a "joint ask" fundraising campaign with the schools in the district. It would be in addition to what each school asks so that there would be a uniform annual donation drive for which parents can write one check.
- Income carryover of \$25,875 (added \$17,000 in order to provide additional section funding if needed).
- Campus Improvement line item will go to reconfigure and upgrade attendance office.
- Section Support will be \$35,000.
- Unclassified Support will be \$12,000 (combining previous categories of College & Careers Clerk with Media Center Clerk to provide flexibility in moving funding around to provide support where needed).

- New line item for ASB Director Pilot Program provides \$9,000 in ASB Director stipends for one advisor and two assistants.
- Total proposed expenses are \$182,975.

Motion: *To approve proposed budget of \$182,975 (Roschko/Cangelosi).* Motion passes unanimously.

Motion: *To approve funds not to exceed \$40,000 for campus improvement projects (\$35,000 for A Building + \$5,000 for K3) (Kindelt/ Cangelosi).* Motion passes unanimously.

II. 2016-17 AHS PFC Slate. Co-Presidents Cangelosi and Lopez presented a draft slate for consideration, generating questions about who was on the nominating committee and when/how candidates were considered and vetted. As a result of discussion, general agreement was reached that an additional Executive Board meeting should be added to the calendar next year in January to more formally address the nominating process. In addition, next year's Board should update the PFC By-Laws.

Motion: *To approve 2016-17 AHS PFC Board and Committee Chair Slate (Cangelosi, Kindelt).* Motion passes with two abstentions.

III. Adjournment. There being no additional business, the meeting was adjourned by Co-President Lopez at 7:47 p.m.

Respectfully Submitted By,

Debby Pattiz
Recording Secretary

AHS PFC
Minutes of Executive Board Meeting
April 18, 2016

The Executive Board meeting of the Agoura High School Parent Faculty Club (PFC) was held on the above date in Room A-2, Agoura High School, 28545 W. Driver Ave., Agoura Hills, CA 91301. Co-President Lopez called the meeting to order at 6:07 p.m.

Executive Board Members Present

Anne Ting
Brandi Roschko
Carole Gilligan
Cindy Olivares
Debby Pattiz
Deborah Lopez
Liz Cangelosi
Rebeca Golden
Tien Campion

AHS Admin & Staff Present

Brian Mercer, Principal

I. 2016-17 AHS PFC Revised Slate.

Motion: To approve the revised 2016-17 AHS PFC Board and Committee Chair Slate (Olvares/Pattiz). Motion passes unanimously.

II. Adjournment. There being no additional business, the meeting was adjourned by Co-President Cangelosi at 6:23 p.m.

Respectfully Submitted By,

Debby Pattiz
Recording Secretary

E-VOTE ADDENDUM:

Motion via E-Vote on 4/27/16: To discuss approval of \$3000 for emergency supplies. (Campion/Golden)

Amended Motion via E-Vote on 4/27/16: To approve expenditure of up to \$3,000 from the PFC Reserve Fund for emergency supplies. (Pattiz/Golden). Motion passes.

Respectfully Submitted By,

Debby Pattiz
Recording Secretary

Treasurer, Cindy Olivares

| AHS PFC 2016-2017 | | Proposed Budget | | | | 4/14/16 |
|---------------------------|------------------|------------------|------------------|---------------------|-------------------------|-------------------------------------|
| Category | Actual 2013-14 | Actual 2014-15 | Budget 2015-16 | Actual Thru 2/29/16 | Proposed Budget 2016-17 | Comments |
| Comm. Sponsorship | \$6,211 | \$6,612 | \$8,000 | \$6,129 | \$8,000 | |
| Direct Appeal - Fall | \$82,886 | \$96,076 | \$95,000 | \$109,319 | \$110,000 | May be combined ask with Foundation |
| Income Carry Over | \$0 | \$0 | \$15,500 | \$0 | \$25,875 | |
| Interest Income | \$207 | \$158 | \$150 | \$56 | \$100 | |
| Media Center Grant | \$0 | \$0 | \$2,500 | \$2,500 | \$2,500 | WLV Grant |
| Other Income | \$3,693 | \$44 | \$500 | \$0 | \$500 | |
| Planner Sales | \$17,710 | \$16,761 | \$16,000 | \$14,012 | \$12,000 | |
| SAT/ACT Income | \$12,194 | \$7,564 | \$10,000 | \$6,567 | \$6,000 | |
| Scrip (e-scrip sales) | \$14,899 | \$11,099 | \$8,000 | \$7,392 | \$8,000 | |
| Spring Fundraiser | \$13,874 | \$10,712 | \$10,000 | \$0 | \$10,000 | |
| Washbucks | \$10 | \$0 | \$0 | \$0 | \$0 | |
| TOTAL INCOME | \$151,684 | \$149,026 | \$165,650 | \$145,975 | \$182,975 | |
| Accountant & Tax Fees | \$676 | \$1,490 | \$1,500 | \$642 | \$1,500 | Includes audit |
| Bank charge/NSF | \$72 | \$0 | \$75 | \$0 | \$75 | |
| Campus Improvement | \$22,728 | \$4,270 | \$15,000 | \$23,038 | \$20,000 | 15-16 includes teacher's lounge |
| Classroom Support | \$24,259 | \$24,775 | \$35,000 | \$29,691 | \$35,000 | |
| College & Careers | \$45 | \$308 | \$250 | \$195 | \$250 | |
| College Knowledge | \$0 | \$243 | \$250 | (\$1,783) | \$250 | |
| Common Core Training | \$6,398 | \$0 | \$8,000 | \$1,410 | \$10,000 | |
| Counseling Office | \$12,646 | \$13,898 | \$7,500 | \$1,412 | \$7,500 | |
| Data Bases | \$2,658 | \$4,317 | \$4,825 | \$2,070 | \$4,825 | |
| Direct Appeal Exp. - Fall | \$2,115 | \$1,847 | \$2,000 | \$1,871 | \$2,000 | |
| Directory Publication | \$1,311 | \$1,894 | \$2,000 | \$1,978 | \$2,000 | |
| Hardship | \$1,675 | \$1,720 | \$2,000 | \$1,555 | \$2,500 | |
| Hospitality | \$4,383 | \$4,813 | \$5,000 | \$2,823 | \$5,000 | |
| Hot Math | \$900 | \$0 | \$0 | \$0 | \$0 | |
| Insurance | \$495 | \$515 | \$525 | \$465 | \$525 | |
| Misc. & Discretionary | \$1,869 | \$27,197 | \$2,000 | \$0 | \$2,000 | |
| Naviance Support | \$1,500 | \$0 | \$0 | | | |
| Parent Education | \$73 | \$0 | \$750 | \$380 | \$1,000 | |
| Planner Purchase | \$8,448 | \$7,915 | \$7,500 | \$7,619 | \$7,500 | |
| Postage | \$46 | \$0 | \$50 | | \$50 | |
| Principal's Fund | \$5,937 | \$8,642 | \$10,000 | \$3,180 | \$10,000 | |
| SAT/ACT Expense | \$3,849 | \$0 | \$2,000 | \$3,612 | \$1,000 | |
| Study Skills Seminars | \$128 | \$0 | \$250 | | \$250 | |
| Spring Fundraiser Exp. | \$1,443 | \$1,623 | \$1,750 | | \$1,750 | |
| Student Portfolio | \$560 | \$500 | \$500 | | | |
| Sub Days | \$4,687 | \$6,185 | \$12,000 | \$601 | \$12,000 | |

| Category | Actual 2013-14 | Actual 2014-15 | Budget 2015-16 | Actual Thru 2/29/16 | Proposed Budget 2016-17 | Comments |
|-------------------------|------------------|------------------|------------------|---------------------|-------------------------|----------|
| College & Careers Clerk | \$16,911 | \$13,008 | \$12,500 | \$245 | \$0 | |
| Media Center Clerk | | \$7,541 | \$7,350 | \$6,217 | \$0 | |
| Section Support | \$12,230 | \$18,690 | \$20,935 | \$4,675 | \$35,000 | |
| Unclassified Support | | | | | \$12,000 | |
| Pilot Program - ASB Dir | | | | | \$9,000 | |
| Webmaster | \$3,650 | \$3,600 | \$4,140 | \$3,020 | \$0 | |
| TOTAL EXPENSE | \$141,692 | \$154,992 | \$165,650 | \$94,916 | \$182,975 | |
| Net Income/Expense | \$9,992 | (\$5,966) | \$0 | \$51,059 | \$0 | |

| AHS PFC 2015-2016 | | Budget to Actual - April 2016 YTD | | | 5/12/16 |
|---------------------------|------------------|-----------------------------------|-------------------|---------------------------|---------|
| Category | Budget 2015-2016 | Actual Thru 4/30/16 | Variance | Comments | |
| Comm. Sponsorship | \$8,000 | \$8,288 | \$288 | | |
| Direct Appeal - Fall | \$95,000 | \$109,319 | \$14,319 | | |
| Income Carry Over | \$15,500 | | (\$15,500) | | |
| Interest Income | \$150 | \$61 | (\$89) | | |
| Media Center Grant | \$2,500 | \$2,500 | \$0 | WLV Grant | |
| Other Income | \$500 | \$90 | (\$410) | Washbucks | |
| Planner Sales | \$16,000 | \$14,012 | (\$1,988) | | |
| SAT/ACT Income | \$10,000 | \$6,880 | (\$3,120) | | |
| Scrip (e-scrip sales) | \$8,000 | \$9,578 | \$1,578 | | |
| Spring Fundraiser | \$10,000 | \$3,001 | (\$6,999) | | |
| TOTAL INCOME | \$165,650 | \$153,729 | (\$11,921) | | |
| Accountant & Tax Fees | \$1,500 | \$642 | \$858 | | |
| Bank charge/NSF charge | \$75 | | \$75 | | |
| Campus Improvement | \$15,000 | \$23,553 | \$8,553 | Includes Teacher's Lounge | |
| Classroom Support | \$35,000 | \$38,176 | \$3,176 | | |
| College & Careers | \$250 | \$256 | (\$6) | | |
| College & Careers Clerk | \$12,500 | \$245 | \$12,255 | | |
| College Knowledge Nite | \$250 | -\$742 | \$992 | | |
| Common Core Training | \$8,000 | \$1,410 | \$6,590 | | |
| Counseling Office | \$7,500 | \$2,371 | \$5,129 | | |
| Data Bases | \$4,825 | \$2,070 | \$2,755 | | |
| Direct Appeal Exp. - Fall | \$2,000 | \$1,871 | \$129 | | |
| Directory Publication | \$2,000 | \$1,978 | \$22 | | |
| Hardship | \$2,000 | \$1,970 | \$30 | | |
| Hospitality | \$5,000 | \$2,887 | \$2,113 | | |
| Insurance | \$525 | \$465 | \$60 | | |
| Media Center Clerk | \$7,350 | \$9,527 | \$2,177 | | |
| Misc. & Discretionary | \$2,000 | | \$2,000 | | |
| Parent Education | \$750 | \$950 | (\$200) | | |
| Planner Purchase | \$7,500 | \$7,619 | \$119 | | |
| Postage | \$50 | | \$50 | | |
| Principal's Fund | \$10,000 | \$3,551 | \$6,449 | | |
| SAT/ACT Expense | \$2,000 | \$3,132 | \$1,132 | | |
| Study Skills Seminars | \$250 | | \$250 | | |
| Section Support | \$20,935 | \$11,628 | \$9,308 | | |
| Spring Fundraiser Exp. | \$1,750 | \$1,483 | \$267 | | |
| Student Portfolio | \$500 | | \$500 | | |
| Sub Days | \$12,000 | \$2,031 | \$9,969 | | |
| Webmaster | \$4,140 | \$5,039 | (\$899) | | |
| TOTAL EXPENSE | \$165,650 | \$122,111 | \$43,539 | | |
| NET INCOME/EXPENSE | \$0 | \$31,618 | | | |

8:04 PM

05/10/16

Cash Basis

Agoura High School PFC

Balance Sheet

As of May 10, 2016

May 10, 16**ASSETS**

Current Assets

Checking/Savings

| | |
|-------------------------|------------|
| B of A Checking | 106,699.70 |
| B of A Every 15 Minutes | 18,803.52 |
| B of A Savings | 61,935.49 |
| WFB CKING | 91,980.85 |
| WFB Savings | 92,518.40 |

Total Checking/Savings

371,937.96

Total Current Assets

371,937.96**TOTAL ASSETS**

371,937.96**LIABILITIES & EQUITY**

Liabilities

Current Liabilities

| | |
|---------------------------|----------|
| Other Current Liabilities | |
| Every 15 Minutes | 8,802.07 |

Total Other Current Liabilities

8,802.07

Total Current Liabilities

8,802.07

Total Liabilities

8,802.07

Equity

Opening Balance Equity

88,369.00

Retained Earnings

232,430.16

Net Income

42,336.73

Total Equity

363,135.89**TOTAL LIABILITIES & EQUITY**

371,937.96

SLATE ** 2016-17 AHS PFC Board and Committee Chairs ** SLATE

EXECUTIVE BOARD

PRESIDENT

Rebeca Golden

rebecagolden@mac.com

1ST VICE PRESIDENTS - VOLUNTEER COORDINATORS

Laura Klausner

Brandi Roschko

lklausner@sbcglobal.net

borschko@aol.com

2ND VICE PRESIDENTS - MEMBERSHIP

Tien Campion

Anne Ting

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TREASURERS

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Lesli Kraut (Accts Receivable)

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PARLIAMENTARIAN

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Susan Kindelt

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PARENT EDUCATION

Natalie Spiewak

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EVERY 15 MINUTES

Tami Miller

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SCHOOL TOURS

Deborah Lopez

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