

Palisades Charter High School Booster Club, Inc.

A California Non-Profit, Non-Stock Corporation

Minutes for September 25, 2018 General Membership Meeting PCHS Library

- 1) **Welcome and Call to Order** – Booster Club President, Dick Held, called the meeting to order at 6:30 p.m.
 - a) **Welcome and thanks** Thank you Kim and Sam Lee for opening up your home for the second year for our Booster Club Kick Off party on August 21, 2018.
 - b) **Board Members present:** Dick Held (President), Doroithianne Carr (Treasurer), Sylvia Karlan (Secretary), Robin Weitz (VP Fund Raising), Ivy Greene (VP Communications), Andrea King, Diane Gross, Annette Yu, Daphne Gronich, Rene Rodman, Audrey Thompson-Plager, Melanie Goldberger, Mary Lund, Sara Collins, Nooshin Noghreian, Additional Booster Club members and PCHS faculty and students present are identified in the attendance sheets referenced and incorporated herein, located in the Corporate Minute Book.
 - c) **Introduction of all those present**

- 2) **Secretary's Report** – Booster Club Secretary, Sylvia Karlan reported: At the June 12, 2018 Executive Board meeting, the BC funded a total of \$1,600 for Boys Beach Volleyball. Report and Minutes of June 12, 2108 Executive meeting unanimously confirmed.

- 3) **Treasurer's Report** – Booster Club Treasurer, Doroithianne Carr reported: \$133,058 YTD in unrestricted funds, which is better than last year at this time. To date, 144 families have donated to Booster Club, ranging in amounts from \$1-\$10,000. Report unanimously approved.

- 4) **Old Business** –
 - a) **Gateway Project UPDATE:** Only one complete bid was received out of 5 potential bidders, from KML Group (construction GC) & Lisa Onodera (Landscape Designer and Landscape GC) [from Don Parcell's email dated 8/29/18] The combined bid is \$185,300, substantially more than Booster Club committed. Before attempting to reduce the bid price, Don Parcell requested Booster Club to respond to the following:
 - (a) Does BC still want to pursue this project?
 - (b) What is the maximum funding that BC can provide for this proposal?
 - ii) Booster Club has decided, based on our funding, that we will do the landscape portion of the Gateway project and will look for a landscape contractor to bid the job. Booster Club will not fund a wall, just the landscaping, using approximately \$100,000 raised by the Gateway Project.
 - iii) If anyone has a lead re landscaper, let us know.

- iv) Dick Held stated that Pali Post reported that American Landscape owners who just completed the Caruso Project were PCHS students. Ivy to reach out to Tracey Price.
 - b) Hydration Stations (drinking fountains): Dorotheanne reported that we are now approved to hire our own licensed, bonded plumber to install the water fountains.
- 5) **New Business –**
- a. **Ivy Green (VP Communications)** reported re Senior Class finance issues. Historically seniors are asked for \$50 per family for senior activities. Some of this money goes into ASB and some goes to Booster; resolved, now all the Senior class funds will go to ASB.
 - b. **Danielle York (Pali ASB Senior Class President)** reported that Seniors have subaccounts under both Booster and ASB. Mr. King wants only one senior account. Resolved, we will transfer all Senior funds held by Booster Club to ASB.
 - c. **Pali Auction/Party** set for March 16, 2019 at Tiatos. We need volunteers to start the process, and help with the Auction. We need two Chairs, one to head the Online Action and one to head the Party. To help with the auction, we agreed that each Board Member will obtain five auction items from vendors/retailors she/he frequents.
 - i. Auction Kick-Off party – Probably in November. Next Auction Meeting is October 23 at 5:00 p.m. just prior to Board Meeting at 6:30 p.m.
 - d. **Phone-A-Thon** set for Monday, November 5 and Wednesday, November 7, 2018 - at Coldwell Banker office on Sunset Blvd.
 - i. Pali Ambassadors said they will help organize and get helpers for us.
 - ii. Sara, Robin and Marne are assisting in this job.
 - iii. Leadership students will help at the Phone-A-Thon. Student Danielle York will follow up with the student leaders. Wrestling Coach Mike Lawlor has committed his team(s) to help make calls.
 - a. **Holiday Party** set for Wednesday, December 12, 2018. Dick will ask the Lynchs if Booster Club can hold the holiday party at their home.
 - b. **Updated/Revised BC Funding Request Form** – Andrea King presented the new form at Executive session and discussion ensued regarding changes to form.
 - c. **Rene Rodman** presented an opportunity to join the PCHS Fund in sending out a joint donor thank you email in October. Rene volunteered to put Booster Club donor link in this combined email. Booster Club approves Rene's idea.
 - d. **Daphna Gronich** reported re PCHS Board retreat that students would like Booster Club to consider what items the students consider a priority when

making funding decisions. ASB Senior Class President Danielle York then stated she will send us a list of students' concerns to put on Agenda before next Booster Club meeting.

6) **Funding Requests:**

- a) **Music Class/Harp** – E. Stoyanovich is requesting \$1,200 to rent a Harp from August – December for the Symphony Orchestra (80 students), which requires a harp for its performance of symphonic music in first semester. Student William Alford [sp?] played a selection on the harp for the enjoyment of all. Approved, with caveat that next semester E. Stoyanovich shall find her own funding for the harp rental.

i. **Amount Requested: \$1,200**

ii. **Amount Funded: \$1,200**

- b) **AP Spanish Language and Culture Textbook.** M. Cervantes is requesting \$4,500 for textbooks for 75 students who currently have no textbooks. Maggie Nance presented on behalf of Myrna Cervantes who could not attend meeting. Approved.

i. **Amount Requested: \$4,500**

ii. **Amount Funded: \$4,500**

- c) **ACTFL World Conference Language Class** – M. Nance is requesting \$8,800 for 8 of 11 teachers in World Language Department to attend the American Council on the Teaching of Foreign Language Conference to continue the modernization of the department, to progress as educators and to become a top world language department citywide. The request does not include cost of hiring substitute for one Friday during the conference which is the weekend before Thanksgiving. Approved.

i. **Amount Requested: \$8,800**

ii. **Amount Funded: \$8,800**

- a. **Air Conditioning Units** – R. Howard requested in August \$6,600 for 12 A/C units to benefit approximately 2,000 students in 12 classrooms that are too hot and humid for effective teaching and learning. (35 students x 5 periods x 12 classrooms = 2,100) Each unit costs \$550. The Board voted on this as an emergency request in August, but a majority of the Board opted to hold this over to the September meeting and requested further information. Several students at the meeting stated that they consider air conditioning for classrooms to be a "luxury," and urged Booster Club to fund student transportation requests instead; commuting students have a dire need for rental buses to transport them directly to/from school each day rather than spending 3 hours on public transport, and this year PCHS is unable to fund full bus scholarships for students in need. Disapproved.

1. **Amount Requested: \$6,600**

2. **Amount Funded: \$0**

- b. **Bus for Business of Music field trip** - E. Stoyanovich is requesting \$445 for a bus to transport 27 Business of Music students to the CA Science Center to see the King Tut exhibit and “see how music interacts with ancient artifacts” re “potential jobs in creating music as a backdrop to science and history.” Approved.
1. **Amount Requested: \$ 445**
 2. **Amount Funded: \$ 445**
- c. **Wrestling Team Funds** – Mike Lawlor, new PCHS wrestling coach, is requesting \$7,000 to pay for tournament entry fees, travel/lodging expenses for certain tournaments and required safety equipment e.g. headgear to benefit 30-40 students. Approved.
1. **Amount Requested: \$7,000**
 2. **Amount Funded: \$7,000**
- d. **Bus Grant/Scholarships for 7 Seniors** – T. Christopher is requesting \$9,500 to enable 7 seniors to take the rental bus to and from school this year. The transportation costs of these 7 senior students were fully covered by PCHS last year and the 7 students have been verified as eligible for Direct Free & Reduced Lunch. Due to rising bus costs PCHS is unable to provide full yearly scholarships as it did in recent past and is asking Booster Club to cover the difference. Cost of bus transport is \$215 per month. Note, even families who have “full” bus scholarship must pay \$50/month. Approved.
1. **Amount Requested: \$9,500**
 2. **Amount Funded: \$9,500**
- e. **Marching Band** – A. Dale is requesting \$6,500 for 2018 Marching Band transportation fees, truck and rental fees for 85 students, @ \$76.50 per student, so students can attend band competitions on 5 weekends, during each of which 2 buses and 2 large equipment trucks must be arranged/rented. Marching Band has raised \$80,000 of its annual operations budget of approximately \$90,000, comprised mainly (\$75,000) from parent donations and program fundraising. The requested amount will go to the total transportation costs. About half of band students are from lower income families. An Income and Expense report has been submitted. Approved.
1. **Amount Requested: \$6,500**
 2. **Amount Funded: \$6,500**
- f. **Safety Supplies in Case of Lockdown** – D. Parcell of PCHS Operations is requesting \$7,200 for food and water for 3,000 students and teachers in the event of an extended lockdown. This “bucket,” one for each classroom [Note, see updated info below stating that each classroom would have two buckets], will last 5 years. Currently the school spends \$2,000 per year for water/crackers as emergency supplies to be held in each classroom, but these regularly-packaged supplies “disappear” during the year, causing additional expense. Board wishes

for more information, e.g. cost per “bucket” of supplies. No motion made to approve. Deferred.

1. **Amount Requested: \$7,200**
2. **Amount Funded: \$0**

- ii. NOTE: Several days after the meeting, Don Parcell provided the following information re the costs of these buckets:
- iii. Assuming 36 humans per classroom: Total Cost of Buckets per Classroom is \$74.00. We have 122 classrooms. $\$74 \times 122 = \$9,028$ total cost, less \$1,800 amount we already have (per D. Parcell) = \$7,200 request.
- iv. The \$74.00 cost per classroom is comprised of the following:
 1. Water \$25 (1.5 boxes of 96 pouches @ ~\$17/box)
 2. Food \$30 (1.5 food bars/person @ \$0.56/bar)
 3. Buckets \$12 (\$4.50/bucket + \$1.50/lid = \$6.00 x 2 buckets per classroom = \$12)
 4. Total = \$67, plus 11% tax + shipping = ~ \$74 per classroom

- g. Sociology Class Field Trip(s)** - J. Jimenez is requesting \$600 to fund a field trip for 50-60 students to Downtown LA on 9/26/18 and another field trip later in the semester to apply learned materials to observations of people. Parents have or are funding \$900 of the total cost of \$1,500, leaving a \$600 shortfall. Approved.

1. **Amount Requested: \$ 600**
2. **Amount Funded: \$ 600**

- h. College Center Writing Coach** – K. Ellis is requesting \$2,400 to hire a P/T writing coach 2 days/week for 10 weeks to assist up to 732 seniors in writing their college application personal statement/essays. Approved.

1. **Amount Requested: \$2,400**
2. **Amount Funded: \$2,400**

TOTAL REQUESTS: \$54,745

TOTAL FUNDED: \$40,945

1. **Next Booster Club Meeting** – Tuesday, October 23, 2018 at 6:30 p.m. in the school library.
2. **Adjournment** – Thank you all for attending. Adjourned at 9:00 p.m. Executive Meeting followed for 30 minutes.

Dick and the Booster Club team