

PHHS Parent Booster Club Meeting Minutes

February 12, 2019

Meeting Attendees: Kellie Guevara, Anh Le, Janet Wong, LeAnne Kwan, Jun Yang, Ginny Davis, Muneerah Lalani

1. Call to Order – President Guevara called the meeting to order at 7:28 pm.

2. President's Report

a. Principal Ginny Davis in attendance:

* Requesting funding for Staff Breakfast on Friday, May 31. Janet Wong and Anh Le suggested that Principal Davis utilize funds that were not expended on planners in school year 18/19 be used to fund a portion of the year-end staff breakfast. Principal Davis will obtain a quote for the staff year-end breakfast and provide the quote to the Boosters in consideration of funding all or a portion of the event. Because the PBC will again fund the annual Staff Lunch on May 1 (in excess of \$1,500), there was concern that funding two Staff appreciation functions may be in excess of what the PBC can accommodate.

* Boosters allocate about \$5,000 per year for campus beautification and asked Ms. Davis for ideas. She is considering updating the library with tables with wheels which are easy to move around, so library can be used more for multiple purposes (such as Incoming Freshman Orientation). Idea is to open up the library during breaks and lunch for students too.

* Water station filters are now installed. District paid for filters. Credit at water station vendor, as Boosters had paid for 12 filters and 4 water stations.

* Once the scholarship committee is convened, the areas to be addressed will include the formal name of the scholarship, the amounts and frequency of the scholarship(s) to be awarded, how to replenish the scholarship funds, criteria and requirements for awarding the scholarship. Principal Davis provided an estimated date of mid-March timeline to roll out the 2018/19 scholarship to students, faculty. Kellie will look for PHHS staff members who may be interested in helping to launch this scholarship. May 1 is Scholarship Night where scholarships are awarded. Mid-April – due date, May 1 – award.

* Also asked Ms. Davis to support/promote Golf Tournament (price increased to \$160 pp). Everyone to recruit golfers and sponsors, plus raffle gifts. Kellie will ask Tim Years of Golf Team. Ms. Davis will ask Ms. Jones. Ms. Davis will email to all parents about Golf Tournament and the Sweet Tomatoes fundraiser on Sunday, March 3.

b. Reviewed/approved last meeting minutes from 1/15/2019 – Approved (Anh Le moved to approve, LeAnne Kwan seconded).

c. Boosters attended incoming freshman parent orientation and had information table right before tonight's Booster Club meeting (6-7:30 pm). Handed out Booster membership info, Golf Tournament flyer and Sweet Tomatoes fundraiser flyer. Signed up a few members already.

With this year's format, the PBC did not have the opportunity to speak to families to solicit membership. Parent enrollment in the PBC was significantly decreased from last year's event. Kellie discussed the need to provide another fundraiser or event that will involve a lot more PBC members, such as crab feed, flea market, schoolwide fundraising event (walk/run), etc. With growing membership, the PBC needs to find more opportunities' to involve more enrolled membership in booster activities.

3. Treasurer's Report (Anh) – approved report for Jan. 1-31, 2019 (LeAnne/Muneerah). Outstanding teacher funding requests – Janet to send email reminders to submit by March 11 or will no longer be funded (6 teachers). For next meeting, Anh will print out budget to be reviewed and approved.

4. Committee Reports

a. Membership - Muneerah Lalani. Discussion about need to follow through with original parents who showed up at first meeting. Ask them to help with something specific such as a fundraiser, committee, etc. Booster newsletter – maybe Susan Aoki?

b. Dining Out – Sweet Tomatoes on Sunday, March 3 all day.

c. Merchandise – Ideas include flip flops, umbrella, long sleeve t-shirts which Shauna will research vendors. Idea to work with Insane Ink on a decal or bumper sticker (LeAnne will ask Ms. Perreira).

5. Old Business

a. Golf Tournament (Kellie) – Flyers and emails out. Golf Committee has been meeting. Next meeting is 2/27.

b. By-Laws will be emailed by Kellie. Read and give any amendments. Website person still needed to do updates. Possibly Jun Yang will look into this.

c. Donations – Scholarship Committee to establish criteria. Still recruiting committee.

d. Other Fundraising Ideas – food truck night, flea market, 5k fun run.

6. New Business – no new business

7. New Teacher Requests (handout)

a. Ms. Vocal and Ms. Casiano (basic math/English/science) – special needs Senior Banquet with awards. 2 teachers are asking for \$850. Janet to email them with questions such as how many Seniors.

8. Next meeting date is March 12, 2019. Meeting adjourned at 9:20 pm.