

## MILPITAS HIGH SCHOOL

### MINUTES OF THE PTSA MEETING NOVEMBER 14, 2007

**PTSA staff members** present: Alecia Myers, and Karen Truesdell.

**PTSA parent members** present: Elaine Bernal, Margaret Hoyt, Cindy Lee Ingram, Esther Jimenez, Hilda Li-Abiva, Coleen Matsuno, Mike Mendizabal, Nancy Mendizabal, Tuyet Nguyen, Pam Schmitz, and Suzanne Stone Williams.

**PTSA student members** present: Steven Leung, Jessica Nguyen, Nathan Nguyen, and Melissa Schmitz.

**1.0 CALL TO ORDER/WELCOME:** The meeting of the Milpitas High School PTSA was called to order by Cindy Lee Ingram, president, at 5:46 p.m. in the MHS Library on Wednesday, November 14, 2007. Attendees introduced themselves.

**2.0 APPROVAL OF AGENDA:** Nancy Mendizabal moved to approve the agenda. Motion carried.

**3.0 APPROVAL OF MINUTES:** Suzanne Stone Williams moved to approve the October 17, 2007 minutes. Motion carried.

**4.0 PRESIDENT'S REPORT – Cindy Lee Ingram:**

1 **Upcoming Events Handout:** handouts were available.

**5.0 TREASURER'S REPORT - Suzanne Stone Williams:** See Treasurer's Report for full details. Nancy Mendizabal recommended that the PTSA meeting date be included in the Treasurer's Report heading. A new set of checks was ordered, providing duplicates for ease in accounting. Coleen Matsuno moved to approve the Treasurer's Report. Motion carried. Balances as of Oct. 31, 2007:

|                                |             |
|--------------------------------|-------------|
| <b>Checking Account:</b>       | \$7,925.57  |
| <b>Savings Account:</b>        | \$4,711.27  |
| <b>Certificate of Deposit:</b> | \$2,825.14  |
| <b>Total Assets:</b>           | \$15,461.98 |

a) **Ratification of Checks:** Coleen Matsuno moved to ratify checks #: 993, 994, 995, and 1051. Motion carried.

b) **Authorization of Checks:** Nancy Mendizabal moved to authorize a \$190 check for the payment of PTSA insurance. Motion carried.

**6.0 NEW BUSINESS:**

a) **Cookies for Staff:** Tuesday, December 18, 2007. Parents are needed to provide cookies (home-made or store-bought). Cookies can be dropped off in the morning, and plans include having T.A.s /students stationed at the student drop-off areas (on Escuela Dr.) to collect cookies. Volunteers are also needed to help with setup and cleanup for this lunch time event. Suzanne Stone Williams and Tuyet Nguyen volunteered to co-chair the event.

b) **Winter Ball Coat Check:** volunteers are needed for the dance on Friday, December 7, 2007. The Junior class will be sponsoring the dance. Steven Leung, Junior class president, has the sign up sheet. Parents are needed to serve and monitor the food stand and help with the coat check.

c) **Borders Gift Wrap Event:** to be held on Friday, Dec. 21, 2007 and Saturday, Dec. 22, 2007 from 7 p.m. to midnight. Volunteers are needed for the 1-hour shifts, with at least 2 adults and 5-6 students per shift.

d) **Crab Feed:** to be held on Feb. 1, 2008 at 6:30 p.m. Tickets go on sale at the beginning of December. Volunteers are need for kitchen duty from 4 to 9 p.m. A minimum of 6 adults is needed to help in a variety of tasks, including preparation of the salads (put in bowls) and the crab (crack the crab).

e) **Crab Feed Baskets:** items are needed for baskets. 6 baskets will be provided by MHS (Athletic Booster Club, Music Booster Club, 2 from ASB, 1 from administration, and PTSA). Nancy Mendizabal recommended that a theme be selected. A drop-off location for assembled baskets is to be determined.

f) **December Meeting:** Suzanne Stone Williams recommended that the December 12, 2007 be cancelled. In lieu of the meeting, an e-board meeting with the Treasurer's Report (to be emailed) will be held.

g) **Recycling Event:** open dates for the event include the weekends of March 1 or 8, 2008, on a Saturday or a

Sunday. Alecia Myers will check on the availability of the student parking lot.

- h) **Auditor:** volunteer needed to audit the PTSA books. Possible candidates include Diane Forsythe and Dan Bobay.

#### 7.0 **OLD BUSINESS:**

- a) **Ocean Scrip - Tuyet Nguyen:** final paperwork needs to be turned in to Ocean Supermarket. Orders received by Monday/Tuesday (in PTSA mailbox) will be available by Wednesday (approximately 2 p.m.).
- b) **Save Mart/Lucky Cards - Coleen Matsuno:** 9 new cards were distributed to new applicants.

#### 8.0 **COMMITTEE REPORTS:**

- a) **Athletic Boosters – Hilda Li-Abiva:** Girls' Varsity Soccer uniforms were purchased at approximately \$1,400. Girls' Varsity Basketball uniforms were purchased at approximately \$1,200. 2 backboards, including rims and pads, were purchased for the basketball courts at approximately \$2,200.
- b) **Music Boosters - Alecia Myers:** agreed that PTSA can also have their own sign ups for eScrip. The band participated in the competition at Stockton and had a Senior dinner.
- c) **CBAC:** no report.
- d) **Student Government:** see item 8.0 e below.
- e) **ASB:**
  - 1 Plans include having a Friday noon time activity to increase student involvement.
  - 2 Recognition of academics is in the planning stage.
  - 3 Student store in Room J17 opening soon, awaiting printer and computer. Items to be sold include apparel and school supplies,
  - 4 Commissioners and officers will attend a conference next week.
  - 5 Winter Ball, sponsored by the Junior class, is to be held on Friday, December 7, 2007.
  - 6 Jamba Juice and Giorgio's fundraisers are planned.
  - 7 Upcoming for Seniors: Disneyland field trip and Senior Ball.
  - 8 Jack Emery Drive will start tomorrow with a friendly competition with Cal Hills and the middle schools.
- f) **PTSA Membership - Esther Jimenez:** new members added for a total of 285 members. Membership cards are available and will be distributed. Volunteer is needed to fill the currently-open Membership chairperson position.
- g) **PTSA Scholarships - Coleen Matsuno/Yolie Garcia:** total of \$5,431.14 to date, excluding funds to be deposited. Additional sources for funds are being investigated, such as alumni.
- h) **ELAC:** no report.

9.0 **PTSA ELECTIONS:** Suzanne Stone Williams moved to nominate Hilda Li-Abiva as Secretary. Motion carried.

#### 10.0 **PRINCIPAL'S REPORT – Chuck Gary/Alecia Myers:**

- a) **Accreditation:** focus of groups will be on the challenges for accreditation.
- b) **Single Level Plan:** first public draft of the *Single Plan for Student Achievement* is available.

11.0 **OPEN DISCUSSION/ANNOUNCEMENTS:** None.

12.0 **ADJOURNMENT:** The meeting was adjourned at 7:00 p.m.

Next PTSA meeting: to be held on Wednesday, January 16, 2008 at 5:45 p.m.

Respectfully submitted,

Hilda Li-Abiva  
PTSA Secretary