

MILPITAS HIGH SCHOOL

MINUTES OF THE PTSA MEETING FEBRUARY 13, 2008

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

PTSA parent members present: Diana Forsyth, Margaret Hoyt, Cindy Lee Ingram, Hilda Li-Abiva, Coleen Matsuno, Nancy Mendizabal, Mike Mendizabal, Pam Schmitz, and Suzanne Stone Williams.

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

Guests present: Poorwa Singh (credential candidate).

1.0 CALL TO ORDER/WELCOME: The meeting of the Milpitas High School PTSA was called to order by Suzanne Stone Williams, treasurer, at 5:49 p.m. in the MHS Library on Wednesday, February 13, 2008.

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 Jan. 16, 2008 minutes. Motion carried.

4.0 PRESIDENT'S REPORT – Cindy Lee Ingram:

- 1 Thanks extended to Nancy Mendizabal, Suzanne Stone Williams, Amy Yoshida, Christine Tran, Esther Jimenez, and *It's a Grind*, for donations for the Crab Feed baskets. Two baskets were assembled with an approximate value of \$70 each.
- 2 Thanks extended to Diana Forsyth for auditing the PTSA books.
- 3 Upcoming 2008-2009 PTSA Executive Board election in May.
- 4 Nancy Mendizabal volunteered to contact Papa Murphy's regarding income from last fundraiser.
- 5 e-Waste Event: to be held on Saturday, March, 8, 2008 from 9 a.m. to 4 p.m.

5.0 TREASURER'S REPORT - Suzanne Stone Williams: See February 11, 2008 Treasurer's Report for full details. GoodSearch funds are posted in the *Income* section as *Misc. Income*. Membership cards postage (\$59.10) is posted in the *Office Expenses* section under *Misc (A)*. Coleen Matsuno moved to approve the February 11, 2008 Treasurer's Report. Motion carried. Balances as of January 31, 2008:

Checking Account:	\$10,510.15
Savings Account:	\$4,714.24
Certificate of Deposit:	\$2,854.22
Total Assets:	\$18,078.61

- a) **Ratification of Checks:** Hilda Li-Abiva moved to ratify checks #: 1052, 1053, 1054, & 1055. Motion carried.
- b) **Authorization of Checks:** Nancy Mendizabal moved to authorize a check for the purchase of \$540 of Ocean Scrip. Motion carried. The expense was previously authorized via an eboard motion by Suzanne Stone Williams on Feb. 2, 2008. Motion carried.
- c) **Budget Amendment:** Coleen Matsuno moved to add *Misc. Income* to the *Income* section of the Budget. Motion carried.
- d) **Audit Presentation - Diana Forsyth:** see Auditor's report for full details. The rating received: *substantially correct with 2 exceptions:*
 1. One check did not contain the required two signatures.
 2. Checks cannot be payable to 'Cash', they must be payable to the person to be reimbursed.Other recommendations made: standardize procedures, 2 witnesses must process cash, and shred old documents. Nancy Mendizabal moved to accept the audit. Motion carried.

6.0 NEW BUSINESS:

- a) **Spring Dance Coat Check:** volunteers are needed for the dance on Friday, March 7, 2008 from 7 pm. to 10:45 p.m. Parents are needed to serve and monitor the food stand and help with the coat check.
- b) **Barnes and Noble Fundraiser:** discussion held on whether to have the fundraiser. E-mailed information included an institutional discount (20% discount for purchases less than \$5,000 in one transaction). Alecia Myers mentioned that at her former district, such a fundraiser did not work well. Information will be forwarded to the English department chair.

7.0 OLD BUSINESS:

- a) **Ocean Scrip:** upcoming Monday order deadlines are on Mar. 3 and Mar. 24, 2008. Tuyet Nguyen

will be outside Room H01 on the succeeding Wednesdays, Mar. 5 and Mar. 26, 2008. Orders received by Monday (in PTSA mailbox) will be available by the following Wednesday (approximately 2 p.m.).

- b) **Save Mart/Lucky Cards - Coleen Matsuno:** Nancy Mendizabal described the process and convenience of using the card. She recommended that the card be loaded with funds before making any purchases. Contact Coleen Matsuno to obtain a card.
- c) **Crab Feast - Nancy Mendizabal/Coleen Matsuno:** Nancy Mendizabal expressed thanks to Coleen Matsuno for coordination support and to Suzanne Stone Williams for volunteer scheduling. This year, \$40K was raised, which was less than last year. Possible reasons were that not all ticket purchasers attended; therefore, there were less bar purchases and less bids for baskets. Cindy Lee Ingram mentioned that kitchen duty went well, and that so many volunteers showed up, that some were sent home early, or were turned away. Thanks expressed to Trisha Lee for the coordination/gathering of baskets.
- d) **PTSA Gift Basket - Suzanne Stone Williams:** 2 baskets were assembled: 'Coffee Chocolate Romance' and 'Make Someone Happy'.
- e) **Recycling Event:** flyers were distributed for the event on Saturday, March, 8, 2008 from 9 a.m. to 4 p.m. Alecia Myers mentioned possible conflict with the ROTC competition to be held on the same day. Alternate locations for the recycling event included the Pomeroy Elementary staff parking lot and pickup driveway.

8.0 COMMITTEE REPORTS:

- a) **Athletic Boosters – Hilda Li-Abiva:** basketball quads concessions were open. Upcoming concessions are planned for the basketball quads on Feb. 15, 2008, baseball and soccer tournaments Feb. 18 through Feb. 22, 2008, and basketball quads on Feb. 23, 2008. Volunteers are needed. Purchase for a baseball outfield screen was approved (over \$1,000). Plans are under way for the sale of sweatshirts, T-shirts, caps, & seats.
- b) **Music Boosters - Alecia Myers:** The band will be leaving on Friday for the competition in Hawaii.
- c) **CBAC:** no report.
- d) **Student Government/ASB - Jessica Nguyen:** the Student Store will open soon at lunch and after school in Room J17. Items that will be available include apparel, notebooks, pencils, and lanyards.
- e) **PTSA Membership - Suzanne Stone Williams:** 308 members to date (will increase to 312 after funds are deposited). Karen Truesdell requested a list of staff PTSA members for the basket raffle to be held at the next staff meeting on March 27, 2008.
- f) **PTSA Scholarships - Coleen Matsuno:** total of \$6,480 to date, which is less than in the past years. Approval of the MHS PTSA scholarship application is planned for next month. Applications are to go out to the students at the beginning of April 2008 and are due by 4 p.m. on May 1, 2008 in the Counseling office.
- g) **ELAC - Nancy Mendizabal:** 'Robert's Rules of Order' was reviewed, to familiarize staff and parents of the procedural processes during meetings. College preparation training received the highest vote: getting information to parents and students on what was needed to get into college, timing for applications, etc.

9.0 PRINCIPAL'S REPORT – Charles Gary/Alecia Myers:

- 1 **Model Schools:** MHS team made a presentation, "Putting It All Together to Raise the Achievement Gap", at the Successful Practices Showcase in San Diego. It was the only group to make a presentation on the achievement gap, and had the most participants in a session.
- 2 **CAHSEE Testing:** Juniors and Seniors, who had not yet passed the test, were tested on Feb. 7 and 8, 2008. It was the last opportunity for Seniors in order to participate in the graduation ceremony. Sophomores will take their first CAHSEE tests on Mar. 11 and 12, 2008.
- 3 **February Break:** next week.
- 4 **Boy's CCS Soccer Playoff:** lost in overtime.
- 5 **San Jose Mercury News:** reporter working on a story at MHS regarding the achievement gap. The reporter mentioned that MHS was the only school in the valley that was making an effort to address the issue.
- 6 **Staff Development:** future issue: insufficient time for staff to gain mastery in their work, and the need for more than 12 hrs/yr. for training.
- 7 **Accreditation:** Margaret Hoyt mentioned that the focus group meeting on Feb. 6, 2008 was mostly attended by teachers/staff. 2 more meetings are planned on Mar. 19, and May 21, 2008. Suzanne

Stone Williams recommended that an electronic survey might provide more feedback from parents.

10.0 OPEN DISCUSSION/ANNOUNCEMENTS:

- 8 Nancy Mendizabal announced the Chamber of Commerce Crab Feed to be held on Friday, Mar. 7, 2008 at Naperdak Hall. Tickets are \$40 until Feb. 18, 2008 and \$45 thereafter. A silent auction will be held, with half of the proceeds going towards a MHS academy.
- 9 Nancy Mendizabal mentioned that at Feb. 11, 2008 meeting for input on what parents wanted to see in the next principal was attended by approximately 6 families. The district needs additional input on qualities needed for a principal for a brochure by this Friday, Feb. 15, 2008.
- 10 Mike Mendizabal mentioned that all school sites will be receiving a sample letter regarding Prop 98. Parents will be asked to send letters to both parties. There would be a reduction of approximately \$4.2B (about \$750/student) if passed. Next year, \$900K to \$1M may be cut, and \$2.7M the following year. District is impacted and must respond to planned cuts (approximately \$400 million for this school year (approximately one half percent of the school budget). State probably won't have budget by the end of this school year.
- 11 PTSA website is available at www.milpitaspta.org/~mhs/MHS.html.

11.0 ADJOURNMENT: The meeting was adjourned at 7:08 p.m.

Next PTSA meeting: to be held on Wednesday, March 12, 2008 at 5:45 p.m.

Respectfully submitted, Hilda Li-Abiva, PTSA Secretary