

## MILPITAS HIGH SCHOOL

### MINUTES OF THE PTSA MEETING OCTOBER 17, 2007

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

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

**PTSA student members** present: Nathan Nguyen.

**1.0 CALL TO ORDER/WELCOME:** The meeting of the Milpitas High School PTSA was called to order by Suzanne Stone, treasurer, at 5:45 p.m. in the MHS Library on Wednesday, October 17, 2007. Attendees introduced themselves.

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

**3.0 APPROVAL OF MINUTES:**

1 May 16, 2007 minutes corrections: Treasurer's Report: Item a: change \$40.0 to \$40.00, Items c & f: change *Rectify* to *Ratify*. Cindy Ingram moved to approve the minutes as amended. Motion carried.

2 September 19, 2007 minutes corrections: Treasurer's Report: Item a and Committee Reports: Items b & d change 200708 to 2007-08. Suzanne Stone moved to approve the minutes as amended. Motion carried.

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

a) **Upcoming Events Handout:** handouts were available.

b) **Upcoming Volunteer Needs:**

1 Homecoming Dance: to be held on Saturday, Oct. 20, 2007 from 7:30 p.m. to 10:30 p.m. There are a sufficient number of adult volunteers (6). The coat check is free since it is mandatory.

2 Papa Murphy's fundraiser: to be held on Monday, Oct. 22, 2007. MHS will receive 10% of all sales from 3 p.m. to 7 p.m. No flyer is needed. Also, the restaurant is sponsoring the MHS Athletic Boosters Club. All donations will be matched by the San Francisco 49'ers. Donors' names will be displayed in football cutouts at the restaurant.

c) **Class Orientation Report:** due to poor attendance, Suzanne Stone recommended that orientations be consolidated to 2 meetings: 9<sup>th</sup> & 10<sup>th</sup> and 11<sup>th</sup> & 12<sup>th</sup>. Alecia Myers mentioned that poor attendance was probably due to miscommunication. More outreach, using ConnecEd is planned in the future. Last year's 9<sup>th</sup> grade orientation had better attendance with approximately 100 attending. This issue will be discussed by staff and a determination will be made. Nancy Mendizabal recommended that the PowerPoint presentation be updated to include District dress code information.

**5.0 TREASURER'S REPORT - Suzanne Stone:** See Treasurer's Report for full details. Nancy Mendizabal moved to approve the Treasurer's Report. Motion carried. Balances as of Sept. 30, 2007:

<b>Checking Account:</b>	\$8,081.58
<b>Savings Account:</b>	\$4,710.27
<b>Certificate of Deposit:</b>	\$2,815.72
<b>Total Assets:</b>	\$15,607.57

a) **Budget Review and Proposed Amendment for Ocean Scrip:** Tuyet Nguyen volunteered to run Scrip and has set up an order form. Orders received and purchased at the Student Bank by Monday would be filled by Wednesday. MHS would receive 10% of any purchase of the Scrip. An initial \$600 cash outlay of Scrip is needed. Nancy Mendizabal moved to spend \$540 for the purchase of \$600 Ocean Scrip. Motion carried. Budget is to be amended to reflect this expenditure and will be tracked in the *Reference Only* section of the Treasurer's Report.

b) **Ratification of Checks:** Jeff LeValley moved to ratify checks #: 990, 991, and 992. Motion carried.

c) **Authorization of Checks:** Nancy Mendizabal moved to authorize a \$540 check for the purchase of Ocean Scrip. Motion carried.

d) **Audit Report - Jeff LeValley:** audit for 2006-2007 was completed. A few recommendations were made by

the auditor (see Audit Report for full details). Nancy Mendizabal moved to adopt the audit. Motion carried.

#### 6.0 **NEW BUSINESS:**

- a) **Student VP Appointments:** The following students will receive a letter confirming their appointments as Student VPs: Jessica Nguyen (Senior), Melissa Schmitz (Junior), and Nathan Nguyen (Sophomore).
- b) **Ocean Scrip:** see *item 5.0 a.*
- c) **By-laws Ratification:** the MHS PTSA by-laws have been reviewed by the state PTSA, MHS PTSA Executive board, and the By-laws committee. They are available for review. Mike Mendizabal moved to adopt the by-laws as written. Motion carried.

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

- a) **Save Mart/Lucky Cards - Coleen Matsuno:** cards for new applicants should be received soon. A question was raised as to whether there would be Scrip available at Lucky's.

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

- a) **Athletic Boosters:** concession to be open for the Homecoming game on Oct. 19, 2007.
- b) **Music Boosters - Alecia Myers:** MHS will help TRMS start up their band boosters club. Parents are encouraged to sign up for EScrip. Additional information of their EScrip program will be available.
- c) **CBAC:** first meeting will be held Oct. 18, 2007.
- d) **Student Government:** no representatives available. Nathan Nguyen expressed an interest to be a representative.
- e) **ASB:** see item 8.0d.
- f) **PTSA Membership - Esther Jimenez:** 7 new members added for a total of 285 members. MHS staff will be receiving an informational letter and envelopes soon. Any staff member, who signs up for membership, will be eligible to win a gift basket (provided by Yolie Garcia).
- g) **PTSA Scholarships - Coleen Matsuno/Yolie Garcia:** \$4,980 to date. A 'Thank You' card was received from a student expressing appreciation for the scholarship funds.
- h) **ELAC:** no report.

#### 9.0 **CALENDAR EVENTS/REMINDERS:** see item 4.0 above.

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

- a) **Accreditation:** focus groups have been set up. Accreditation visit is expected in 2007-2008.
- b) **Professional Development Model:** to be worked on over the next 3 to 5 years. A review will be made of the 3 top responses in teacher survey of what was needed. Parents will be asked for input in approximately 3 to 4 months.
- c) **API:** score increased by 16 points to 771. Score for the Latino population increased by 34 points.
- d) **Crab Feed:** to be held on Feb. 1, 2008. Approximately \$3,500 to \$4,000 has been received by MHS in past years. Funds can be given to parent organizations that are willing to coordinate the school's participation. Coordination includes District Committee meetings, and preparation and collection of baskets. Parent organizations, such as the Athletic and Band Boosters have been approached. The PTSA was asked if they wanted to be the school representative. Nancy Mendizabal volunteered to be the liaison for the District Committee meetings. Next District meeting is to be held on Monday, Nov. 19, 2007 at the District Board Room. Discussion for the use of funds from the Crab Feed will be placed on the agenda for the next meeting.
- e) **Electronic Marquee:** new marquee has been installed. Improved informational messages are planned.
- f) **Homecoming Carnival:** postponed to another home game due to possible rain. All clubs and classes are invited to participate.
- g) **Emergency Situation:** good emergency response to the near-drowning. Reports are expected in approximately 5 business days. Health Department reviewed the MHS facility and gave it a good clean bill of health and found that no contributing factors were involved. Pool procedures and policies will be extensively reviewed, including the training of staff and the number of students in the pool. Pool will be closed until new procedures and policies are in place. Student involved is expected back in school soon.

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

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

Next PTSA meeting: **to be held on Wednesday, November 14, 2007 at 5:45 p.m.**

Respectfully submitted,

Hilda Li-Abiva