PTS0 General Meeting Minutes - September 11, 2014

Attendees: Dory Albert, Stacy Alexander, Tom Alexander, Cynthia Chang, Sepideh Chassemian, Margery Chen, Susan Chin, Alison Chung, Jayshree Desai, Sujatha Doraiswamy, Michelle Fan, Dianne France, Sheeba Garg, Judy Goldman, Kristin Gragnola, Michelle Halteman, Karen Holz, Baoqing Huang, Michelle Huang, Sarah Hung, Gary Lin, Yufan Lu, Joann Makeever, Laura Menard, Cynthia Miller, Darrel Miller, Kevin Mount, Susan Nakahira, Karen, O’Brien, Becky Owens, Jane Pan, Hartuti Peebles, Monica Rhee, Paul Robinson, Terri Singer, Laura Tillett, Lennie Traina, Katherine Tseng, Susan Vukovatz, Sandy Wu, Annie Ying, Hongxia Yan, Hong Zhang

- Laura Tillett opened the meeting.
  - Laura asked everyone to look at the April minutes. Susan Chin motioned to approve, Laura Menard seconded. All approved April 2014 meeting minutes.
  - Thank you Kristin Gragnola for organizing the all school BBQ for all these years. Still looking for someone to chair the event next year.

Membership Update – Sarah Hung (plans to increase membership)
- Sarah Hung reported JDI is $150+ which includes directory, membership, newspaper and donation. Numbers are low for 9th graders, $75K raised, and $24K short. Discussed possibly making phone calls. Shortage will affect our grant process.
  - Sarah spoke with Diane Douglass and 50% of parents have updated their directory information. Looking at what other schools do: they have both options, paper and online.
  - Laura T. reported PTSO newsletter has not gone out with a notice to families encouraging them to join.
  - Laura T. reported PTSO will be at guidance nights handing out JDI forms. Also, for future, investigating going online. Fee is not a big deal. Plan to send out reminders.
  - Paul reported online services have fee, however, costs can be shared with all booster groups.

Review and Approve Budget – Michelle Fan
- Michelle Fan reported she followed last year’s budget, making no major changes. It is a balanced budget and we have left over from previous years which we do not plan to use. It is not a balanced budget at this time. We will use left over and extra funds if necessary. This is a draft of the budget and if anyone has any input, let us know. Went through each line item of budget:
  - Staff hospitality is a tradition form years past
  - Student programs
  - Career Counseling Center - Room has been stocked with college books, purchased new computers for Naviance, and are recording all college visits putting them online to be viewed at a later date if missed presentation.
  - Boys Challenge emerging
  - Laura T. reported Mary Eschen has been chairing National Service Day which brings in a charitable service making lunches for people. Need $2,900 for that
program.
  o Laura T. reported JDI income is low. Others mentioned a link for parents to see if paid, because many parents thought they paid and did not. Also, should do thank you to JDI supporters in a newsletter. PTSO newsletter will be forthcoming. Paul in his listserv will mention that more contributions are needed in order to fulfill all program needs. Also, should list what PTSO funds and items that need budget increase.
  o Sheeba motioned to approve budget, Laura M. seconded. All approved.

Speaker – Bob Mistele, Superintendent, Measure E Funds Construction Update
  ▪ Thank you Kristin Gragnola for chairing the BBQ
  ▪ Will present overview where we are and where we were before bond passed. September 30th is Board of Trustees meeting. Sheeba and Laura T. helped with calling to support Measure E. The project period for completion is 6-7 years. Work started in the summer, such as LGHS’s front steps and SHS’s HVAC project
  ▪ Paul will be communicating to Saratoga High regarding upcoming construction projects
  ▪ Budget is $87.7M for both schools. Each school has a $2M technology budget.
  ▪ Construction schedules are aggressive; however each year they put off there is a 4.4% construction increase. Projects cannot disrupt school day; integrated campus entrance project and building another wing (800) next on agenda for Saratoga.
  ▪ How started? Identified needs, future vision, etc.
  ▪ Music/cafeteria/stage start by August 2016 - 1st major project requiring a fair amount of construction
  ▪ Paul added that one room the size of small gymnasium with a movable wall will be built to be used as a lecture hall, for media arts, etc. Additionally, artificial turf for baseball field forthcoming. Also, a Student Center, the whole 800 wing is a blank canvas – possibility is a place for CASSY counselors.
  ▪ Projects Pending - Baseball field turf, EMS (energy management system), energy efficiency projects (not solar) for the outdated system to be energy efficient. Los Gatos has it and now seeing problems with that - each time a controller goes out spend thousands of dollars. Water conservation - saved over a million gallons. Having artificial turf is cheaper. Thanks to a generous donor have LED lighting for field. Office needs remodeling adding a conference room. Need to bring costs down. PA system needs to be fixed; controller is old, speakers point to quad and students don’t hear it, while teachers do. Also, for safety reasons need it to work properly. Not a big project; less than $100K and deferred maintenance monies can be used for it. Mcafee, also under modernization, particularly configuration of changing rooms.
  ▪ Board approved bond oversight committee. Also, have money state gave us for energy sustainability.
  ▪ Recently rolled out learning management system called Canvas
  ▪ Cynthia Chang mentioned LGSUHSD had board retreat focusing on teacher evaluation process. Board provided with student evaluation, with lots of input from school community about teachers’ tenure. March 15, 2015 will make decision. Katherine Tseng echoed, district under superintendent leadership is moving in the right direction; talking about best practice, and new learning management system
will provide consolidated information including aeries and classroom information to teachers and students.

**President's Update – Laura Tillett**
- Teacher Grant forms have been distributed to fill out. This year both the Foundation and PTSO grants on same form; both organizations will look at forms together. IT process has another process for approval.
- We have great volunteers this year.
- Check out the new PTSO website. Booster groups do their own websites.

**Principal's Report – Paul Robinson**
- Paul is happy to be here; best year of his career
- Brought up incredible staff. Has seen an increase in collaboration. Also, some unique things are happening with Canvas; this year is our year for teachers to work on it, will be a real tool on campus. Parents to be on board following year. Year 3 becomes the way of life.
- Even though he missed first football game (the most exciting one), he thanks Kristin and all folks on Foundation for the plaza. He said when he walks through the plaza there is not much of a view, however the view from the windows of the snack shack is a field of dreams.
- Yesterday's collaboration with teachers saw them helping each other through Canvas learning process: it is nice to see teachers taking initiative and we will all get there.
- H wing is phenomenal; feel it is a comfortable central location for students to walk in to see someone to get some help. CASSY resource is for parents as well; meet with parents and students combined to get professional help

**Vice-Principal’s Report – Kevin Mount**
- Staff development yesterday in library. Teachers said they need time on canvas. Had exit ticket; what do you need next, time and training? or time and colleagues? or good to go? or just time? Most teachers said time and training while 15% said good to go. Kids are getting it.
- Time for departments to do curriculum review
- Work in fitness room looks good; led lights in and new flooring. Joint venture with school and sports boosters. Impacts everyone taking PE and fitness for sports.
- Parking lot – A confluence of cars; having drivers only turn right on Herriman to ease traffic. identifying drivers/students that need to slow down, and taking away their parking permit will get students’ attention.
  - City of Saratoga funding additional traffic officer just for schools in next few weeks. It is a volume problem and there is no staffing to manage parking lot. ASB is getting involved creating a parking lot committee; students will get community service credit, will be training, dropping kid off in parking lot dangerous, and will have 4-6 students out there.
- Alcohol - Had movie night with inflatable screen and caught 3 students drinking a water bottle with a fruit punch substance inside, passing it around with enthusiasm. Parents came to get them and they were suspended. Typically, outside beverages are not allowed, however, the new Activities Director, Rebeca Marshburn, did not get the memo in time on outside food and beverages prohibited. Other students were
upset at the three offenders. Talked about having a breathalyzer at dances.

- Kids are bringing brownies to school; be mindful of kids cooking all of a sudden. Should a classroom teacher have a reasonable suspicion, student will be brought to office to search backpack, locker, to assess whether under the influence. Had drug talk last year which was really good; look for funny eyes, smell, etc. Students can report suspicions to teacher or office if hearing something going on; student input valuable, teacher input is for safety of student. School is required to contact law enforcement if drugs found.

- Parking lot becoming meeting place and center of community. Have a conversation with your kids where they are going and do drive bys to check.

**Parent Continuum Series – Dory Albert**

- Dory Albert thanked us for putting on college essay writing event. Word got out on kids’ Facebook pages with about 125+ people there; standing room only and 80 kids on a school night. She directs parents and kids to Saratoga website where she will post her information. Dr. Fahey does have workshops, and had handout which Dory will post on PTSO's website.

- Upcoming events - Stanford having event; Success by Design
  - Oct. 7 - Women and STEAM (includes art part). Will include panel of kids and educators at LGHS.
  - Oct. 9 - Jerry Shapiro will present ‘Surviving Senior Year’; this corresponds with CASSY, at 9 AM in cafeteria. PTSO supports this and is a great way to build community. Might bring Dr. Fahey back and put her in Mcafee; she is really a motivator. College apps have changed and can find out what essays are.
  - Nov. 6 - Multimedia arts program speaker series; focused on careers in media arts. In Mcafee at 6 PM
  - Jan. 29 and April - documentary filmmaker

**Booster Groups**

- Drama Boosters - ‘Matchmaker’ play coming up in October; a comedy, love triangle. Tickets go on sale Sept 22nd; can buy in office at lunchtime or on website. Performances are Oct 10-12, and 17-18. May do a promotion with kids on Sunday matinee. Quality level great and generates conversation at dinner table. Advertising in display, September 19th.

- Sports Boosters - Football game Friday

- Music Boosters - Cookie dough sale coming up. Encourage attendance to support students.

**Other Items**

- Cynthia Chang, Laura Tillett, and Cynthia Miller are all running for either SUSD or LGSUHSD School Boards

Meeting adjourned at 10:40 AM.

Respectfully Submitted,

Susan Vukovatz