

SHS PTSO EXECUTIVE BOARD MEETING MINUTES

Thursday, September 2, 2010

Meeting called to order at 10:40am by Teri Kasik at Hong's Restaurant in Saratoga. Attending the meeting were Teri Kasik, Katherine Tseng, Shinku Sharma, Cindy Zuccarino, Liz Guy, Alice Chiou, Carolyn Doles, Diane Hoe, Sushama Thakker, Lisa Lu, Diana Feng Ragget, Sharmila Kumar, Laura Tillett, Fang Fang, Janaki Shukla, Srilatha Swami, Madhavi Galavanchi.

PTSO BUSINESS: PTSO co-president Teri Kasik opened the meeting by having board members introduce themselves. Teri asked the board's help in filling the open committee chairs. She encouraged everyone to make sure they understand their jobs and roles on the PTSO board. She and Katherine are open to any suggestions or improvements in the job descriptions or processes.

BBQ LUNCH. Co-president Katherine Tseng reported on tomorrow's all-school BBQ lunch. There will be more serving lines this year and different-colored balloons will indicate what each line is serving. The goal is to get the food to the kids more efficiently than last year. Everyone will stay on campus for lunch and hopefully the teachers will spend the hour mingling with the students.

BUDGET: Teri highlighted a few things on the preliminary budget. There are two \$5000 TBD student programs. One will be Principal Jeff Anderson's program, as yet still undetermined. (We had thought that PTSO would be involved with the Race to Nowhere movie, but it turns out that it is a LGSUHSD sponsored event.) We will designate the second TBD program "Challenge Day" and if another program is identified, we will add it and will need to find additional funding. It was suggested that high-quality talks might be a good way to use the money. Shinku also recommended that we bring in a high-quality speaker for the PTSO member reception that will take place the evening of 2/4. The postage for the first day packet was generously covered by the Foundation. Teri reminded everyone that the only way we can accurately budget events is if everyone submits their receipts. It was pointed out that the amount for the Volunteer Holiday Luncheon should be increased from \$300 to \$500. Funding for Directory mailing needs to be added to the budget as well, @\$500.. The senior class fund will be increased from \$450 to \$1000 and the junior class fund from \$450 to \$600. A line item will be added under "grants" for new teacher stipends. An amount of \$500 per new teacher was suggested, and a total line amount of \$2000. The budget will be formalized and presented for approval at the general meeting next week. Teri and Katherine stressed that we should communicate to our chairs that they are to stay within budget. The goal is to spend the majority of the money on the students!

Diana proposed that the PTSO look into raising funds at the end of the school year by having student volunteers open lockers that have been abandoned and "selling" the lock and locker contents back to the students. Further consideration is needed.

Katherine asked for a list of the speakers being considered. There are lots of opportunities, both through the Parenting Continuum, and independently. The VPs of programs are targeting 3 or 4 speakers this year. The current budget is \$1500, which covers the delta after income is accounted for.

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Shinku asked Diane Hoe to let her know the preliminary membership numbers as soon as she and Happy have them. A deadline needs to be set for the submission of directory information. We are aiming to get the directories out at the October general PTSO meeting.

The meeting was adjourned at 11:45.

Respectfully Submitted,

Liz Guy

Recording Secretary