

**Point Loma High School – Pointer Association
General Session and Board of Directors Meeting
Meeting Minutes
December 11, 2017, 6:00 p.m.**

Respectfully Submitted by: Donna Schmidt, Secretary

In Attendance:

PLHS PA Officers:

Brant Brockett, President
Melinda Albright, VP of Internal
Scott Deschenes, VP of External
Tom, Xitco, Treasurer
Donna Schmidt, Secretary

PA Board of Directors:

Nicole Taylor, Boosters Director
Tiffany DaSilva, Communications Director
Becky Rhea, Activities & Projects Director
Kim Jessop-Moore, Alumni Director

PLHS Representatives and PLHS Staff: Hans Becker (Principal), Sarah Brandl (Counseling), Amy Denney (Faculty), Alex Van Heuven (Athletics), Christina Pickett (JROTC)

Pointer Community: Kathee Weisenberg

Call to Order: Meeting called to order at 6:07 p.m. by Brant Brockett. It was noted that a quorum of the Board of the Directors of the Pointer Association was present (9 of 11 in attendance).

I. General Business

Bite of Point Loma: Becky Rhea reviewed the task list for the Bite of Point Loma which will be held on Tuesday, May 1, 2018, again at Liberty Station. She put together a timeline and task list after she met with Karen Duvall Meyer who chaired the event last year. Among the top three activities that are priorities to move the event forward include (1) Restaurant Liaison, (2) Auction Organizer, and (3) Ticket Sales. Becky asked for the help and support of the Pointer Association Board for this event, and mentioned that a few people had contacted her and said they would help with the event. These three positions will be included in the first e-blast in January on the Bite of Point Loma.

Meeting Minutes: The meeting minutes are uploaded to the digital filing cabinet. The meeting minutes of the PLHS PA, dated October 9, 2017, October 23, 2017, and November 13, 2017 were reviewed. **Motion:** There was a motion by Scott Deschenes and seconded by Donna Schmidt to approve the minutes of the three PLHS PA Board of Directors and General Session Meetings as written and noted above. Motion carried unanimously with all in favor, none opposed, none abstained.

Pointer Priorities: The walls in the gym will be refinished by PLHS resources and not via a self-help project. A new projector the Performing Arts Center has already been purchased with ASB funds. There is a need for benches, trashcans, and tables for the quad area, and a quote for this Pointer Priority is being put together as a next step toward purchase. Brita declined to donate seven hydration stations to PLHS. **Motion:** Following discussion that the hydration stations would be interior and no need for electrical, it was moved by Nicole Taylor and seconded by Becky Rhea to designate up to \$5,000 of the \$20,000 already earmarked for Pointer Priorities for the purchase of hydration stations. Motion carried unanimously with all in favor, none opposed, none abstained.

Coffee Service for PLHS Office: Discussion was then held about the PA providing funding for coffee services for the PLHS office. It was noted that no PLHS funding can be used for coffee service. The need for Keurig coffee/tea/cocoa makers was discussed and a request for donations of machines and supplies will be included in the upcoming e-blast. **Motion:** There was a motion by Melinda Albright and seconded by Scott Deschenes to approve \$300 (check to be written to PLHS) for coffee service and supplies for the rest of the school year. Motion carried 8-1-0 with eight in favor, one opposed, none abstained.

Open Positions: Key PLHS PA Board of Director positions that are or will be open for the in 2017-18 or for the next school year, were noted including Fund Raising Director, Secretary, Assistant Treasurer, and PLHS PA Auditor. It was noted that Emma Hosmer volunteered and was approved to fill the Assistant Treasurer position, to replace Terri Webster later in the year. The focus at this time will be on finding a Chair for the Bite of Point Loma with the hope that others will step up to fill this position and other important roles.

PLHS Pointer Association Policies & Procedures Document: This document, authored by Tacy Armstrong, will be reviewed at the January meeting.

II. School Reports

Principal's Report - Hans Becker

- Progress reports mailed out.
- New Spanish teacher.
- School tours conducted the 2nd Wednesday of each month at 10:00 a.m.
- 8th grade enrollment at Correia is short this year and student numbers feed into PLHS. The SDUSD is recruiting local students from private and charter schools, and these students are given priority registration ahead of choice/wait listed/out of area or out of state applicants.
- Writing Center is being established in Library (staffed by students/peers)—project headed by Kerri DeRosier.
- Plan to finish work in the gym and install a camera for video and live transmission of games.

Faculty Representative Report - Amy Denney

- Blood drive on Thursday.
- Spirit week.
- Dance on February 3rd, to be held at the Westin Horton Plaza Hotel.
- On-line store to sell spirit items was discussed.

ASB Report

- No report—see Faculty Representative Report

Head Counselor Report - Sarah Brandl

- First scholarship meeting was held to review scholarship process.
- Last week of one-on-one check-ins with Counselors meeting individually with students.
- On Thursday Alumni are coming back on campus to talk with students.
- 1/18 is a “Picture yourself a Pointer” in the morning, with Grant and Correia students on campus.
- 1/25 is New Family Night at 6:00 p.m. for incoming freshmen or transferees and their parents to understand what it is like to be a Pointer, to learn about the different classes, core classes, electives, and advanced classes. Sarah invited Brant to speak to families.
- Finals week, January 24-26.

Athletic Director Report - Alex Van Heuven

- Women’s Volleyball – won Division III championship.
- Women’s Cross Country – won Division championship.
- Women’s Golf Team won the 2017 League Championship and freshman Lauren Gomez was 2017 CIF Champion.
- Soccer – evening game on 12/22.

III. PL Cluster Schools Foundation

Julie Morgan was unable to attend the meeting as a representative of the PL Cluster Schools Foundation. She provided the Custer update as of 12/4/2017 via e-mail as noted below:

- The foundation formed a new ad hoc committee to discuss community matters around lighting and field use. Contact Hans Becker to get involved with this field-use committee.
- Through the Teach 20 initiative, a new focus called Principal Pick allows cluster principals to discuss relevant student learning issues. This past week, we discussed student ownership of learning, and creating grit to enable perseverance. Focus on praising effort rather than intelligence to improve student grit and perseverance.
- Screenagers will be screened 1/16 6pm (parents only) at Correia.

IV. Treasurer’s Report – Tom Xitco

- The PA financials for the period ending 11/30/2017 were submitted.
- Discussion was held on the requirement to send receipts or donation letters to donors who contribute \$250 or more in one donation. Donna Schmidt who managed fund raising (Annual Fund and Banners for 2017-18) informed the board that she had sent out personal letters to all donors to the PLHS PA Annual Fund for 2017-18. Nicole Taylor stated that she has communicated this requirement to Athletic and Arts Boosters.

Director & Chair Reports (Internal)

V. VP Internal Report – Melinda Albright

- Smile Amazon is a passive fund raiser and was recently updated to give shoppers the option to select the PLHS Pointer Association; this was sent out via e-blast.

Activities & Projects Director – Becky Rhea

- Faculty/Staff Appreciation Week: The dates are 5/3/18 for lunch in the library and 5/4/18 for breakfast in the office. There are parents chairing both of these events.
- Follow up discussion was held regarding bathrooms on campus (specifically girl's) related to lack of cleanliness, lack of toilet paper, broken locks on stall doors, and inoperable soap dispensers, etc. Confirming information on these same problems were collected on a survey conducted by a senior student. Principal Becker acknowledged these issues and is working with a new Custodian to address the issues, has submitted work orders, and wants to instill a sense of Pointer pride in keeping the bathrooms clean. They are currently cleaned in the morning and at night and Principal Becker is working on having a mid-day cleaning before or after lunch added to the schedule for custodians to address some of the issues. He noted that bathrooms in the 300 building have been closed due to graffiti and will reopen once they are painted. Becky Rhea indicated her willingness to do a walk-through of bathrooms as a follow up and Principal Becker said that this could be arranged for her and other interested parents.

Boosters Director – Nicole Taylor

- Bid to resurface the girl's softball field came in at \$200K. This amount was well above the funding level she was hoping to be able to get from a donor.
- Holding a January 9th Booster meeting.
- Working on project to compile a list of equipment purchased by Boosters and the Pointer Association.

Campus Facilities Director – Gary Komo

- No report

Protect Our Pointers Director – Pam O'Toole

- No report

Scholarships – Andrea Loewer

- No report

Volunteer Programs Chair – Upcoming Activities – Emma Hosmer

- No report

Director & Chair Reports (External)

VI. Vice President of External Report – Scott Deschenes

- Discussion was held about a potential project to sell tiles or bricks to include in a wall at the memorial on campus for Kevin Gormley which is located by the 1000 building. Use of funds from this fund raiser was discussed and options would need to be researched further to determine how funds would be designated and purpose of fund raiser communicated to potential donors including PLHS alumni. Scott Deschenes agreed to lead this project.

Gifts & Grants Chair – Gina Vargus

- Kathee Weisenberg reminded the Pointer Association of the planned meeting tomorrow to review requests/applications for Gifts & Grants. Brant Brockett and Melinda Albright plan to attend this meeting to represent the Board.

Director of Communications – Tiffany DaSilva

- No report

Alumni Association Director– Kim Jessop-Moore

- Kim informed the Board about the archive records and other materials now being stored in Room 301 from the Pointer and Alumni Association, and the need to clear them out of Room 301. Records need to be maintained for seven years. No action was taken and there were no volunteers at this time to help with this project.
- Working on an update project for PLHS alumni “book”.
- The Board Resolution to support a large donation to the PLHS Pointer Association Alumni Fund from a brokerage account was presented and signed by the Officers required. Monies will be deposited into the Pointer Association and earmarked for Alumni; the Alumni Director will be the “Account Holder” for the funds and the Alumni Committee will determine how it is to be used.

VII. New Business, Roundtable, Announcements

- A suggestion to include occupational and trade schools (CCTE) in campus Career Days was made—it was agreed that this would be a good idea to share information and opportunities for students whose path might lead them in this direction.

Adjournment: The meeting adjourned at 7:24 p.m.

Upcoming Pointer Association Meetings (held in PLHS Library), 2nd Monday of each month at 6:00 pm:

January 8, 2018	April 9, 2018
February 12, 2018	May 14, 2018
March 12, 2018	Date TBD for June 2018 End-of-Year Party