

**Point Loma High School – Pointer Association
Board of Directors Meeting
Meeting Minutes
February 13, 2017, 5:30 p.m.**

Respectfully Submitted by: Donna Schmidt, Secretary

In Attendance:

PLHS PA Officers:

Scott Deschenes, VP of External
Tacy Armstrong, VP of Internal
Tom Xitco, Treasurer
Donna Schmidt, Secretary

PA Board of Directors:

Alisa Barba, Public Relations Director
Tiffany DaSilva, Communications Director
Angelica Wilson, Arts Booster Director

Call to Order: The meeting was called to order at 5:38 p.m. It was noted that Brant Brockett, President of the PLHS Pointer Association, would not be in attendance. Tacy Armstrong, Vice President, Internal presided.

Bylaws for the PLHS Pointer Association: Tacy Armstrong, Vice President, Internal and Carrie Spillane, Parliamentary Chair, will draft updated Bylaws for the Pointer Association. They are using models from Sunset View Elementary and other schools, noting that their Bylaws were written utilizing parents with a legal background. Others who volunteered to help with this effort included Kay Ticho, Scott Deschenes, and Kim Jessop-Moore. This group will continue with their efforts and when the draft is completed, it will be presented to the Board of Directors for review and comment.

Future Topics: Other topics to be considered at future PLHS Pointer Association Board of Director meetings: Ad Hoc Committees and the PLHS Website (roles and responsibilities) and PLHS Point of Contact.

Adjournment: The meeting adjourned at 5:58 p.m.

**Point Loma High School – Pointer Association
General Session Meeting
Meeting Minutes
February 13, 2017, 6:00 p.m.**

Respectfully Submitted by: Donna Schmidt, Secretary

In Attendance:

PLHS PA Officers:

Scott Deschenes, VP of External
Tacy Armstrong, VP of Internal
Tom Xitco, Treasurer
Donna Schmidt, Secretary

PA Board of Directors:

Alisa Barba, Public Relations Director
Tiffany DaSilva, Communications Director
Angelica Wilson, Arts Booster Director

PLHS Representatives and PLHS Staff: Sarah Brandl (Counseling), Alex Van Heuven (Athletics)

PA Members: Vicki Moats, Isaac Brandl, Karen Duvall Meyer, Connie Tepper, Becky Rhea, Kay Faryan, Gina Vargus, Jen Doud, Laurie Benham, Chrissy Pickett

Call to Order: Meeting called to order at 6:02 p.m. by Tacy Armstrong, Vice President, Internal of the PLHS Pointer Association who presided over the meeting in Brant Brockett's absence.

I. Introductions and General Business:

Introductions: Attendees introduced themselves to the group.

Open Positions: Two PLHS PA Board-level positions remain open: Fund Raising Director and Activities & Projects Director.

Meeting Minutes: The meeting minutes are uploaded to the digital filing cabinet. The following meeting minutes were reviewed and the following actions were taken. There was a motion by Tacy Armstrong and seconded by Alisa Barba to approve the minutes of the PLHS PA Board of Directors and General Session Meeting, dated January 8, 2017 as written. All in favor, none opposed, none abstained.

II. School Reports

Principal's Report – Sarah Brandl (for Hans Becker not in attendance)

- Noted the PLHS budget is balanced and there will be no teacher cuts for 2017-18.
- Provided a brief update on the math teachers and their work on classroom math instruction.
- A question came up about the school marquis in front of the school being inoperable and the response was that there are no plans to fix it at this time – pending the school modernization plan.

Faculty Representative Report

- No report

ASB Report

- No report

Head Counselor Report –Sarah Brandl

- Updates were given on articulation and grades/weighting for community college classes.
- Beginning the week of February 27, counselors will be meeting one-on-one with students to review their schedules for next year, submitted via the Power School portal.

Athletic Director Report –Alex Van Heuven

- Summary of success of Unity Game including attendance and presence on news and social media and response of the community.
- Update on lighting and PA/Sound System for stadium which is on schedule for May.
- Spring sports tryouts are happening on campus.
- On-line athletic clearance process is still being used successfully for athletic clearances and a reminder that students who cleared for Fall sports to not have to clear again.
- Noted Field Use Policy that covers hours for use of stadium lighting and PA system.

III. Treasurer's Report – Tom Xitco

- Financials for the PLHS-PA were presented as of January 31, 2017.
- Audit completed by Kirsten Wade for 2015-16 year. Finalizing cover letter to submit to Board of Directors to accept audit findings. Tax returns are completed.
- PLHS-PA Square Deposits – There is significant deposits from Square that remain unclaimed and continue to grow. The Booster Directors were asked to follow up with their Boosters and a concerted effort needs to be made to share the dates of these deposits and track event so that the monies can be credited to the correct Booster.

IV. VP Internal Report – Tacy Armstrong

Pointer Priorities Discussion: Discussion was held and agreement was reached on three Pointer Priorities identified previously to be highlighted fund raising goals for the Bite of Point Loma: (1) Refill Filtered Hydration/Water Stations across campus, (2) Projector for the Performing Arts Center, and (3) Lunch Area Beautification Part 3 & 4 for the 100 Quad. Discussion on the PA system for the Big Gym as a priority was postponed pending determination of what additional work is needed to complete the updates underway.

Director & Chair Reports (Internal)

Director of Communications (Tiffany DaSilva / Vicki Moats)

- No report

Athletic Boosters Director – Julie Bass

- No report

Protect Our Pointers Director – Eleanor Snyder

- No report

Arts Boosters Director– Angelica Wilson

- Improv Show and Unbroken Dance Showcase coming up in March.

V. Vice President of External Report – Scott Deschenes

- Gifts and Grant Awards have been approved and utilization of funds in process.
- Three large lab tables have been donated by Qualcomm and will need to be picked up and delivered to the school.

Director & Chair Reports (External)

Director of Public Relations – Alisa Barba

- No report.

Bite of Point Loma Chairs – Karen Duvall Meyer & Isaac Brandl

- Contract completed and check issued to reserve event space for the Tuesday, May 2nd event date from 5:30 to 8:30 p.m. Bite of Point Loma webpage to be updated and save the date sent out in the e-blast. Planning for 350 people again this year. Isaac Brandl is shadowing Karen and co-chairing the event. A number of people attending the meeting agreed to help Karen and Isaac with the event and remained after the meeting: Donna Schmidt, Becky Rhea, Kay Faryan, Gina Vargus, and Jen Doud. More volunteers are needed to help with signing up restaurants, ticket sales (price \$35 again this year), soliciting donations (including parking and front row seats for graduation), setting up ticket sales and auction site, setting up a PA table at event to promote the PA, and help on the day of the event. Organizing meeting set for Monday, March 13 at 5:30 pm in the Library before the 6:00 p.m. Pointer Association meeting.

Alumni Association Director– Kim Jessop-Moore

- No report

Giving Campaign Chair – Diane Sullivan

- No report

Scholarships – Andrea Loewer

- No report

Volunteer Programs Chair – Upcoming Activities – Laura Verhees

- No report

VI. New Business, Roundtable, Announcements

- None

Adjournment: The meeting adjourned at 6:55 p.m.

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

Monday, March 13, 2017, 6:00 p.m.
Monday, April 10, 2017, 6:00 p.m.
Monday, May 8, 2017, 6:00 p.m.
June 2017 - Year-End PA Social – Date TBD