

**Point Loma High School – Pointer Association  
October 10, 2016 General Session and Board of Directors Meeting  
Meeting Minutes**

Respectfully Submitted by: Donna Schmidt, Secretary

**In Attendance:**

**PLHS PA Officers:**

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

**PA Board of Directors:**

Angelica Wilson, Arts Booster Director  
Julie Bass, Athletics Booster Director  
Tiffany DaSilva, Communications Director

**PLHS Representatives and PLHS Staff:** Principal Hans Becker, Athletic Director  
Alex Van Heuven, Amy Denney (Faculty Representative), Lexi Mercer (Treasurer ASB),  
Sarah Brandl (Counseling)

**PA Members:** Vicki Moats, Misty Deschenes, Laurie Benham, Karen Duvall Meyer,  
Terri Webster Heidi Mather, Gina Vargus, Alisa Barba, Connie Tepper, Becky Rhea, Isaac  
Brandl

**Call to Order:** Meeting called to order at 6:05 p.m. Brant Brockett, President of the PLHS Pointer Association, who presided.

**Introductions and General Business:** Attendees introduced themselves to the group.

**Meeting Minutes:** The meeting minutes are uploaded to the digital filing cabinet. The following meeting minutes were reviewed and the following actions were taken.

Meeting minutes of Special Meeting of PLHS PA, May 25, 2016

There was a motion by Vicki Moats, and seconded by Laurie Benham, to approve the minutes of the Special Meeting of the PLHS PA, dated May 25, 2016. All in favor – none opposed.

Meeting minutes of Board of Directors Meeting of PLHS PA, May 25, 2016

There was a motion by Vicki Moats, and seconded by Laurie Benham, to approve the minutes of the Special Meeting of the PLHS PA, dated May 25, 2016. All in favor – none opposed.

Meeting minutes of Board of Directors Meeting of PLHS PA, June 3, 2016

There was a motion by Vicki Moats, and seconded by Laurie Benham, to approve the minutes of the Special Meeting of the PLHS PA, dated June 3, 2016. All in favor – none

opposed.

Meeting minutes of Board of Directors Meeting of PLHS PA, September 12, 2016

Tacy Armstrong noted the following items should be added to the listing of the Pointer Priorities and the minutes be amended to include: science goggles and Bunsen burners, desks like in the 1000 building, Math dept. wants calculators, sound/PA system in Big Gym, world language reading books and social studies wanted crank pencil sharpeners. There was a motion by Vicki Moats, and seconded by Laurie Benham, to approve the minutes of the Special Meeting of the PLHS PA, dated September 12, 2016. All in favor – none opposed.

**Principal's Report – Hans Becker**

- First School Site Council meeting today – officers are students.
- There are 1959 students enrolled with a waiting list of 100 students (3<sup>rd</sup> Friday of the year the waiting list opens).
- Question about why the School Choice date was moved up from February to November – and the reason was to get better data for master scheduling.
- All new lighting is being installed (LED) throughout all inside classrooms (Grant through Baker Electric).
- Starting School Site Modernization – beginning construction in two days – starting with lighting in Stadium. A question was asked and it was noted that a 5-0 vote of approval was given by the SDUSD with a 6-month completion schedule. Bulk of messy and noisy construction between Thanksgiving and Christmas holiday when school is out for three weeks. Question about access for soccer during construction and making accommodations for schedule. Question about mediation with neighbors. Scoreboards are not part of the project EIR – first priority is putting in the lights and the scoreboard will follow. Suggestion to consider a nighttime graduation for the class of 2017.
- Open House well attended last week – good turnout.
- School year has been going well – bad news that enrollment less than expected will impact one teacher in 10<sup>th</sup> grade. Will adjust schedules with as much sensitivity as possible. Mr. Reyes is impacted and transferring to Morse.

**Faculty Representative – Amy Denney**

- Reported that there were a few fire alarms going off, a few pull stations were activated.

**ASB Report – Lexi Mercer, ASB Treasurer for 2016-17**

- This is anti-bullying week and provided an update of activities to support.
- Blood drive last week had to close early, but noted that today and tomorrow the blood drive truck will be on campus.
- Spirit Week is in two weeks with colors for each day. Homecoming Game is pink for Breast Cancer Awareness.
- Planning for School Dance which will be held again at Dana Middle School: Homecoming Game is the 28<sup>th</sup> and the Dance is 29<sup>th</sup>.
- ASB is having bonding events and had a bonfire.
- A parent expressed concern expressed about the Finance Office being open to sell tickets

to the dance—price goes up each day. Hans made a note to follow up on this concern.

### **Sarah Brandl – Head Counselor**

- Last week was Naviance training for Seniors. This is the tool we use for communication between PLHS and the colleges/Universities
- Freshman 101 was a success with 92 parents signing in. (At open House)
- Counseling pages have been updated. The counseling tab has been updated on the pointlomhigh.com website. (College info, financial aid, etc.)
- Next week is the PSAT (all sophomores are testing) and juniors pay to take the PSAT. October 19th is the date. Juniors paid already, deadline has passed.
- Next Friday there is an assembly for Freshman and Juniors – STD presentation. “What goes around” required sex education assembly put on by Kaiser Permanente.
- October 18th is Princeton / Harvard event (not a mock interview)—with information about the college application process and one-on-one opportunity for kids to meet. Volunteers who have vast College Knowledge.
- October 27th is the college fair (Ms. Benham will be hosting a dinner for the reps, before the fair begins). The college fair begins at 5pm with a presentation in the PAC, followed by the fair in the big Gym.
- Starting November 1st doing check-ins with all students (one-on-one with every student)

### **Athletic Director – Alex Van Heuven**

- Tomorrow is a neighborhood meeting to talk about the Homecoming Game – hand-delivered 200 letters to neighbors to provide information to local community.
- Will be checking athlete grades for Fall athletes after this week – if under 2.0 will have to sit out until next grading period.
- Tryouts for Winter Sports coming out. Some students/athletes 6<sup>th</sup> period teacher roster might change if changing sports or going into a conditioning class or practice.
- Track is finished and looks awesome – getting lights (not affecting practices)—no parking up top in the tennis/basketball courts since it will be used for construction staging.
- First home game is October 21<sup>st</sup> and it is Staff Appreciation Day and home game on October 28<sup>th</sup> is homecoming game (temporary lights running on diesel—Boosters to pay for those) and will protect the track. Right before Coach Hastings received Coach of the Week from the Charger Organization.

### **Treasurer’s Report – Tom Xitco**

The financial reports as of September 30, 2016 were presented along with the Pointer Association budget for 2016-17. It was noted that the remaining Gala balance is \$31,182.28 and all monies have been earmarked or spent—the remaining balance is earmarked for the scoreboard. It was noted that site funds can be used to offset some of the cost of the Scoreboard. Reviewed fund raising, including monies from banners, memberships/donations and a sizable donation of \$5,000. Karen Duvall Meyer explained the Bite of Point Loma fund raiser – \$35 per person and last year they wanted to increase ticket/attendance but were limited by the Liberty Station restaurants participating. The Bite has typically made over \$5,000 and per year, with Bite money available for next year’s Gifts and Grants.

There was a motion by Scott Deschenes and seconded by Laurie Benham to approve the Pointer

Association budget for 2016-17; it passed unanimously (all in favor, none opposed, none abstained).

**Pointer Priorities Discussion:** The need to update the Pointer Priorities to identify long-significant goals or capital improvement projects for the Pointer Association for the campus was discussed. Principal Becker noted that Prop Z money can be used to buy furniture for classrooms, but it can take up to a year to take delivery. Replacing desks is one example. May be able to get matching funds for certain projects.

Brant asked that a committee be put together to update Pointer Priorities and bring recommendations back to the Pointer Association for consideration. He asked that VP of Internal Tacy Armstrong lead this effort and along with 4-5 other volunteers. The following people volunteered: Tacy Armstrong, Chair, and Karen Duvall Meyer, Misty Deschenes and Scott Deschenes as volunteers.

**Gifts & Grants Fund Discussion:** Laurie Benham and Gina Vargus are leading this effort for 2016-17. Outreach to the PLHS community was put in the e-blast to generated donations to support Gifts and Grants. The call for Gift & Grant requests will go out with a deadline to submit by October 31, 2016. This will be sent to all faculty – departments, programs or clubs. It was noted that Coach Van Heuven represents sports teams. They will establish a subcommittee to review and prioritize then review with Principal Becker, and be prepared to present to the Pointer Association at its November 10<sup>th</sup> meeting. Considerable discussion was held about timing for Gifts & Grants (decision was made to do this once a year in Fall and this can be revisited again later in the year) and the amount of \$15,000 to be available.

There was a motion by Laurie Benham, and seconded by Angelica Wilson, to approve \$15,000 for Gifts & Grants. It carried unanimously.

### **Director & Chair Reports**

#### **Athletic Boosters Director – Julie Bass**

- Compiling updated list of boosters officers (presidents and treasurers) and coaches to be sure they are accurate contact information on website and insured through the school.
- Next booster director meeting will be on October 25<sup>th</sup>
- Fund raisers coming up for different athletic boosters and are in the eblast and up on the marquis (must e-mail Amy Denney if they want to be on the marquis).

#### **Protect Our Pointers Director – Eleanor Snyder**

- Not present

#### **Arts Boosters Director– Angelica Wilson**

- National Comedy Theatre (NCT) Halloween Show on October 27<sup>th</sup>
- Dining Room is the first weekend in November; auditions held and working on rehearsal.
- Visual Arts is working on a fund raiser (they are trying to put together a Booster Board) – it will be on November 17<sup>th</sup> it is called “Parents Night Out”
- Band – first competition next Saturday and doing a half-time show at the October 21<sup>th</sup> game. More fundraisers to support their budget and requirements.

- Ina Soliz is the guitar teacher (multi-level group) and is trying to increase parent interest and involvement and start a Booster for fund raising. She has made an arrangement with Glen Fisher (First Friday Club) for him to come in and work with the guitar students. Ms. Wilson discussed putting Guitar under the Band Booster as a sub-account and track their fund raising and donations and expenses separately and asked for the Pointer Association approval. It was the consensus of the group that no approval was needed and these steps, as long as tracked and managed separately, are consistent with practices.

### **Vice President of External Report – Scott Deschenes**

- Scott reported that Kim Jessop-Moore is checking with her alumni groups to see if any of the Class years want to donate their class funds held in trust. She suggested an interest bearing account, which was explored but with low interest rates and the need to have funds available, it was determined that this path was not advisable at the time.
- It was noted that there are two key vacancies on the Board of Directors: Director of Fund Raising and Director of Public Relations. Alisa Barba volunteered to serve as the Director of Public Relations. She was welcomed into the Pointer Association.

There was a motion by Scott Deschenes and seconded by Tacy Armstrong to vote Alisa Barba into the position on the Pointer Association Board of Directors as Director of Public Relations effective immediately. It passed unanimously.

### **Vice President of Internal Report – Tacy Armstrong**

- Consistent g-mail addresses for the board have been created – one list with all the e-mail addresses and passwords for Board level positions will be posted on the website, passwords in separate document.
- Received a matching gifts request opportunity by Shell Oil Foundation which requires a letter on our letterhead and our mission statement. Clarification was requested about the mission statement and the decision was made to use the mission statement in the PA Articles of Incorporation.
- Drafted procedures for financial review and check requests and the position of Internal Review Chair to approve all requests for checks. Misty Deschenes was introduced as the Internal Review Chair who will serve in this role. These new procedures will go into effect on Monday, October 17<sup>th</sup>, and will be communicated and posted to the Pointer Association, Alumni and Booster community.

There was a motion by Scott Deschenes and seconded by Angelica Wilson to adopt the new Financial/Check Request Procedure with an effective date of Monday, October 17, 2016. It passed unanimously.

### **Director of Communications (Tiffany DaSilva / Vicki Moats)**

No report

## **Alumni Association Director– Kim Jessop-Moore**

The Alumni Association Director report was given by Scott Deschenes during his section. Started 6<sup>th</sup> Alumni Directory with outside company. Hall of Fame induction expected for Fall 2017. Excited about Homecoming & Alumni Walk.

## **Giving Campaign Chair – Diane Sullivan**

No report

## **Scholarships – Andrea Lower**

No report

## **Volunteer Programs Chair – Upcoming Activities – Laura Verhees**

No report

## **Volunteer Positions Remaining Open on Pointer Association (Donna Schmidt):**

Positions vacant and needing to be filled in 2016-17 include: Parliamentary Chair, Web Store Chair, Activities and Projects Director, Campus Facilities Director, Campus Improvement/ Beautification Chair, Self-Help Projects Chair, Graduation Set-Up/Clean-Up Chair (Junior Class), Banner Hangers Chair, Fund Raising Director, Assistant Fund Raising Director, Annual Fundraising Party/Event Chair, Bite of Point Loma Chair for 2017, Public Relations Chair, Pointer Association Social Chair and Welcome/Social Event Chair, New Family & Freshman Parents Chair, Web Store Chair, Co-Director of Protect Our Pointers (POP), POP Funding Raising Chair, POP Public Relations Chair, and POP Social Media Chair.

## **New Business, Roundtable, Announcements**

Karen Duvall Meyer agreed to serve in the position of Chair of the Bite of Point Loma. Karen has been actively involved in this event over the last several years, and will lead the effort for 2016-17.

It was suggested that the November 14<sup>th</sup> Pointer Association meeting be held in the Arts Gallery. Angelica Wilson will talk with Mr. Wells to see if the PA can meet in his classroom and tour the Gallery.

**Adjournment:** The meeting adjourned at 7:35 p.m

## **Upcoming Pointer Association Meetings (held in PLHS Library), 2<sup>nd</sup> Monday of each month:**

Monday, November 14, 2016, 6:00 p.m.	Monday, March 13, 2017, 6:00 p.m.
Monday, December 12, 2016, 6:00 p.m.	Monday, April 10, 2017, 6:00 p.m.
Monday, January 9, 2017, 6:00 p.m.	Monday, May 8, 2017, 6:00 p.m.
Monday, February 13, 2017, 6:00 p.m.	June 2017 - Year-End PA Social – Date TBD