

Serra High School Foundation, Inc. General Board Meeting Minutes

November 4, 2009

DRAFT

Serra Foundation Mission Statement

Improve the future quality of life in our community through enhancing academic and athletic programs at Serra High School

Serra Foundation Website: www.serrafoundation.org

Present: Liz Adamski, Cara Furio, Kim Gotfredson, Janet Green, Jen Joyce, Mike Jimenez (Principal), Barbara Lefkarites, Darla Lopez, Julie Matthews, Mark Regn, Norm Ryan, Diana Tracy, Jeff Thomas (Site Operations Specialist) and Rob Wright.

Guests: Ross Willey, Cindy Willey.

I. Call to order: President Norm Ryan called the meeting to order at 6:35 p.m.

II. Introductions: Attendees introduced themselves & their board positions.

III. Old Business

a. Presentation of minutes: Minutes of the 10/07/09 Board meeting were presented by email and approved as presented. Rob moved to approve the minutes; the motion was seconded and passed unanimously.

b. Treasurer's report: Julie Matthews provided a 'Cash on Hand' report. Membership has brought in \$15K. Snack bar has brought in \$6K this year to this point (last year \$3K at this same time). Julie will send a Profit & Loss report by email. Kim moved to approve the treasurer's report and the motion was carried unanimously. Julie will not be required to resign her position after this year.

c. Administration report:

- i. Serra is in year 1 of Program Improvement (PI1) under the No Child Left Behind (NCLB) Act of 2001. All Title 1 schools that serve students from low socioeconomic backgrounds in the United States are mandated to achieve Adequate Yearly Progress (AYP) in mathematics and English language skills for all populations of students, including non-English speakers and special education students. Serra met goals for 19 of 22 subgroups in 2009 testing, but did not meet AYP goals for 3 of its subgroups. Mike reported that Serra moved more students into the 'Advanced' and 'Proficient' score ranges in most areas, but in some, more students moved from 'Basic' to 'Below Basic' or 'Far Below Basic'. Serra gets points for moving students from Basic to Proficient & Advanced, but on balance loses more for students that slide backward into the Basic or Far Below Basic range. Discussion ensued on the community perception of Serra as not the 'high school of choice' and how to address rumors about the PI1 status. Norm, with the help of Janet and Jeff, will write a letter to the *Tierra Times* about the NCLB and Serra's subgroup scores. The fact is that our advanced and proficient students are doing well and Serra's numbers in those ranges are growing.
- ii. No staff has been cut to this point with the budget constraints that have hit Serra. For next year, the SDUSD budget cut may be as 'low' as 17 million to a high of 100 million. Staff positions will be at risk with higher budget cuts.
- iii. Homecoming is next weekend, Nov. 13 and 14. Friday is the Pep Rally for students with a modified class schedule posted on the website. The Homecoming game is Friday night vs. Hoover, beginning early to honor seniors at Senior Night. The Homecoming Dance, *To Infinity and Beyond*, will be on Saturday night in the Serra gym.
- iv. Jeff reported that Serra is in the 2nd year of the Western Association of Schools & Colleges (WASC) accreditation cycle. Five or 6 WASC members will come in April for a site visit. Serra staff has been working on the site report, outlining goals, and ultimately creating an action plan to meet the goals to keep WASC

accreditation. Foundation members are asked to go to the Serra website and help formulate our mission statement via a survey link on the first page as part of the WASC process. There will be autodialer request to parents to participate in the survey.

- v. Jeff reported that there is a vacancy in the library position that is currently filled with a long-term substitute.
- vi. The first “green” *Serra Spirit* was mailed in October and consisted of 600 English and 200 Spanish issues. This was a significant savings of manpower and mailing cost compared to prior mailings of 2100 issues were collated, folded, sealed and mailed. Parents were given the choice in the fall registration packet to ‘opt out’ of receiving the mailing and getting it online on the website.
- vii. The SDUSD Data Center building that will house the district’s computer operations center and 2 state of the art classrooms is in the planning stage. The building design will incorporate elements from the 700 and 800 buildings and from the 200 building so as to blend with the Serra architecture. The building as currently designed for the northeast corner of campus near the science (700 & 800) buildings can not be seen from Santo Road.
- viii. Wednesday, November 18th, will be ‘Come to School with your Student Day’ at Serra. Parents are invited to shadow their student and get to know Serra from the inside. More information to follow.
- ix. Mike and Jeff responded to a question about illness absences. There have been 191 more illness days to this point in the year than last year, which is a 32% increase over last year, most likely due to the H1N1 influenza that is circulating nationwide.

d. Campus Improvement Committee:

- i. Diana and Jeff are coordinating on purchasing new chairs and a corner table for the administration building waiting area. Foundation will fund the purchase after a selection has been made.
 - ii. Mark reported on the lighting for the corner marquee. The light bulbs, 2 fluorescent and 5 indirect, have been burned out. He is working on getting replacements at the correct wattage for the indirect. The fluorescent bulbs have been replaced.
 - iii. Rob reported that at the last meeting we approved to solicit a bid for the remaining signage work for interior signs on admin. building, for student store and for the 300, 700 and 800 buildings. He distributed a bid for this work, signage and installation, from Miramar Sign Works for \$4,990.06. Rob moved to approve acceptance of the bid. It was seconded by Norm and approved unanimously.
 - iv. Rob mentioned that Serra may want to remove the large numerals on the corners of the buildings now that new signage is in place. Jeff reported that several of the staff members like the large numerals for ease of directing students across campus. Perhaps an updated numeral with the Conquistador logo would be best.
- e. Plaque Project/Legacy Wall:** Don was not able to attend the meeting. Tabled until next meeting.
- f. Snack Bar:** Jen reported that the Homecoming game is expected to be uber-busy in the snack bars and several more volunteers are needed. Jen would like to get ideas for hot food items for the Basketball season snack bar. Is a BBQ grill workable with ‘runners’ for indoor snack bar?
- g. Membership:** Cara reported that members have contributed \$15,675.00 this year, along with a \$500.00 donation from Kiwanis. She is recruiting for the membership committee for ‘10 – ‘11. Barbara Fornaca and Samantha Farrar have committed to the membership

group. Cara wrote a 'want ad' to go to the general Foundation membership about volunteering for Board positions which she put on her Facebook page.

- h. **Correspondence:** Janet read "Thank You" notes from 2009 senior scholarship recipients Jennifer Oh and Avry Schellenbach, along with one from the '09-'10 AP Biology and Biotechnology classes for the fall grant for field trips and workbooks. Mail for the webmaster was distributed and mail for the plaque project will be delivered to Don's home.
- i. **President's report:** Norm made a reference to exterior doors that have been tagged (painted) in Serra brown over Mira Mesa blue. The Taste of Tierrasanta event was a great success and netted Serra \$3,250.00.

IV. **New Business**

- a. **Auction:** Darla reported that the event will be on Saturday, March 13, 2010 at the Chinese Community Church. The theme is Caribbean Nights. In December, acquisition and donation letters will go out to the community businesses. April LoVecchio and her husband will do the invitations again this year. Darla has 14 members on her committee working on different aspects of the event. She is seeking out help in securing corporate sponsors for big dollar items, such as underwriting the cost of the church for the evening, which is \$1400.00. A sponsor for a musical guest, at a cost of \$700.00, is also sought.

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

Items for follow up

- Norm will write an article for the *Tierra Times* regarding the Prop S situation at Serra.
- Julie will send a Profit & Loss statement via email.
- Norm, Jeff and Janet will write an article for the *Tierra Times* about the PI1 at Serra.
- Rob will write an article for the *Tierra Times* about the unfunded grant requests/needs at Serra.
- The Board should go to Serra website to help formulate the Serra mission statement.
- Mark will work on getting light bulbs for the corner lighting.
- Diana will work with Mike and Jeff on chair selection for the front office.
- The Board should seek corporate sponsors for the auction.
- Retiring Board members should seek replacements for their positions for next year.

Motions passed

- ✓ Approval of 01/07/09 minutes as presented.
- ✓ Approval to accept bid of \$4990.06 for Phase II signage.

NEXT MEETING: Wednesday, December 2, 2009 at 6:30 p.m. in the Media Center

Janet R. Green
Foundation Secretary
11/11/09