

APPROVED



Serra High School Foundation, Inc. General Board Meeting Minutes

October 3, 2012

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: Norm Ryan, Beckie Ryan, Mike Jimenez, Jeff Thomas, Jonn Pisapia, Brenda Hayward, Chris Hazeltine, LeighAnn Peeleman, Debbie Skvarna, Allison Tenenbaum, Peter Inman, Heidi Inman, Leo Hurtado, Ross Willey, Cindy Willey, Rose Como, Maria Bachofner, Evelyn Pitta

I. Call to order: President Norm Ryan called the meeting to order at 6:31 p.m.

II. Introductions around the room

III. Old Business

- a. **Presentation of Minutes:** Minutes of the September 5, 2012 Board meeting were presented by e-mail. Beckie Ryan moved to approve the minutes as presented. Rose Como seconded the motion and the minutes were approved unanimously as written.
- b. **Treasurer's report:** Ross and Cindy Willey presented the Treasurer's reports through October 1, 2012.
 - Monthly Income and Cash Available Report was presented –
 - a) Approximately \$11,000 membership deposit
 - b) Working on getting the funds from the PayPal account
 - c) Approximate \$5,000 net for Snack Bar to date
 - A Profit and Loss report was also presented.
 - a) Approximate \$13,000 expenses for the Auction based on historical data
 - Balance Sheet with Previous Year Comparison presented.
 - a) \$37,534.48 to spend now before any fall grant money disbursed
 - b) New procedures adopted for processing snack bar deposits
- c. **Principal/Site Representative reports - Mike Jimenez/Jeff Thomas/Jonn Pisapia**
 - **Mike Jimenez –**
 - a) 1888 students; 2090 students last year; District's numbers have also dropped
 - b) Based on the number of students, we are over allocated for the number of teachers – by 2 – 4 teachers.
 - c) 32:1 approximate student to teacher ratio currently
 - d) Based on the results of 2 initiatives on the ballot, there may be a cut of 14 school days.
 - e) Evelyn Pitta asked for the purchase of new fans for the 800 buildings. Mike will have an inventory taken to see how many rooms at Serra need fans. Evelyn, Rose, and Beckie volunteered to work on this project. A motion was made by Allison to spend up to \$500 for fans. Leo seconded the motion. The motion passed unanimously.
 - f) New building should be complete January 2013.
 - g) The Data Center (Warehouse), being built with District Prop. S money, should be complete in May 2013.
 - **Jonn Pisapia –**
 - a) All fall sports teams are doing well. 563 students participating in fall sports.
 - b) Football – vs. Patrick Henry this Friday 10/5/12
 - c) Boys' water polo is now practicing and playing home games at West Hills' pool.

- d) Field hockey tournament this past weekend.
- e) Updates:
 - a. Track cross over mats delivered.
 - b. Four foot fence going up.
 - c. Working on art for the canopies
 - d. Away snack bar up and running.
 - e. Ice machines are coming – one for each side of the stadium.
 - f. Physical Education curriculum – teaching swimming is a module – water safety will be taught since we do not have a pool.
- f) It was approved to pay \$400 for a self-defense class for 2 staff members.

d. President's report – Norm Ryan

- The counseling department has requested \$900 to purchase a new shredder. Mike will investigate this request. Tabled request for now.
- Class Gift – Bench from the Class of 2011.
- **Tierra Times articles** – Sara Rodriguez
- Web Site – Heidi Inman and Norm Ryan working on updating
 - a) Need new software since our current software is out of date. New software will probably cost around \$200.
- Three new microwaves are needed – 1 for the visitors' side. A motion was made by Beckie to spend up to \$400 to purchase 3 new microwaves. Peter seconded the motion. The motion passed unanimously.

e. Grant Committee – Leo Hurtado

- Leo explained the grant process.
- 25 requests were received for the fall cycle, which totaled \$24,362. The grant committee recommends funding \$15,769 of requests.
- There was a discussion of granting money for cheer uniforms after Maria Bachofner gave a presentation as to their need. Leo made the motion to fund \$1500 for uniforms. LeighAnn seconded the motion. The motion passed with one dissent. Norm also suggested the purchase of new cheer uniforms to be one of the main fundraising goals for this year's auction.

f. Campus Improvement Committee – no report

g. Plaque Project – Allison Tenenbaum – nothing new

h. Snack Bar – Norm Ryan

- Norm gave a brief history of the snack bar
- A committee of 4 or 5 people is needed to run the snack bar for next year.
- 1/3 of the Foundation revenue comes from the snack bars – Football, Basketball, Special Events (Bio Bowl, Field Hockey, Soccer, Track and Field)
- No money will be given to basketball this year due to their limited participation in running the basketball snack bar last year.

i. Membership – Rose Como/Beckie Ryan

- \$12,375 in Membership donations
- 153 members
- 10 faculty and staff members
- Next month Rose will give a comparison with last year's numbers – donations and members.

j. Correspondence – Brenda Hayward - none

k. Auction 2013 – Norm Ryan

- Site – Ascension Church
- Theme – Italian
- Time Frame – March or April 2013

IV. New Business

- Norm discussed the \$300,000 that is slated to be used for the children of Tierrasanta. It was decided that the Serra Foundation endorses the use of the money for the upper mixed-use field at Serra. Norm will send an email to Marti Emerald's office advising her of this endorsement.

V. Adjournment: The meeting was adjourned at 8:09 p.m.

Motions passed

- Approval of September 2012 minutes as presented.
- Approval of treasurers reports as presented.

NEXT MEETING: Wednesday, November 7, 2012 at 6:30 p.m. in the Media Center.

Brenda J. Hayward
Foundation Secretary
11/6/12