

Clairemont High School Foundation

Board Meeting

February 21, 2023, 6:30 p.m.

Location: CHS Room 203

FEBRUARY MINUTES

Attendees: Amy Lowry, President; Chris Herndon, Communications; Sandy Landerer, Activities; Heidi Fulton, CHS Liaison; Colleen Kleege, Past President and Hospitality; Paula Cunningham, Grants and Scholarships; Alejandra Castenada, Student Events and Senior Scholarships; Janell Hartman and Dan Simonz, co-coordinators of 2023 College Bound trip; Patricia Samora, Engineering teacher; and Kelly Hallett, Secretary.

Absent: Tiffany Rapp, Fundraising and Events; Malissa McGee, Treasurer; Reuben Hoffman, Associate Principal; and Courtney Browne, Grad Night Coordinator.

Call to Order: 6:31 p.m.

Welcome Opening and Introductions. Thank you, Sandy, for the snacks! Academy of Engineering, Design and Development teacher, Patricia Samora, presented a \$250 grant request. Her students and Mr. Morgan's students (48 total) were tasked with and submitted plans to create imagined jumbo games to be played in the lunch quad area. Students were encouraged to consider how design could be sustainable, affordable, reusable, and durable. One plan will be chosen to be developed with the help of students' work and Foundation funds. After discussion, Heidi made a **MOTION** to approve the \$250 request to fund this endeavor. Alejandra seconded and all present approved. We welcomed Janell Hartman and Dan Simonz, who have volunteered to be co-coordinators of the 2023 College Bound event that has not been held since 2019. Heidi offered to meet with them and share materials and contacts regarding past College Bound events. Generally, 40 kids will go on one bus to visit various college campuses throughout California.

Meeting Minutes. January 17, 2023, Meeting Minutes were distributed, reviewed, and approved. Chris made a **MOTION** to approve, and Heidi seconded. All present approved.

CHS Liaison Report. Heidi reported that the project to replace the turf on football field has been rescheduled to begin on April 24, 2023, and completed by June 5, 2023. She noted that the contractor estimates work will take four weeks to complete and not the allotted seven weeks. Clairemont High School's senior graduation event is scheduled for June 14, 2023. Twain's graduation event to be held June 14 as well. Marston's graduation event is scheduled for June 15, 2023. Senior prom scheduled for June 3, 2023, at the El Cortez Hotel. Heidi asked for us to help promote the once a month tour of Clairemont High School to prospective students - tours held the first Wednesday of every month at 10:00 a.m. Heidi welcomes requests for one-on-one tours and will go to other schools to promote enrollment numbers. Lots of positive topics for us to share – Athletics department is doing amazing. VAPA Grant received to promote the Arts. Academies doing amazing things. Heidi will order 150 yard signs to be distributed to the senior class. New graduation cord categories will be distributed – red if student participated in blood drive, an inclusion cord for students who participated in peer tutoring or

circle of friends. Pathway completion card if student completes academy pathway with a C or higher grade will also be distributed to Class of 2023. The recent Unified Games event was a huge success – media covered the event. Heidi is working on finishing the Civil Rights Review report, and once complete, she plans to turn to the many other upcoming events she's helping to coordinate. Earth day will be held on April 22, 2023, and will include a rummage sale, veteran memorial garden ribbon cutting event and presenting Karl Castillo with a plaque for all of his work. A plant potting station – paint your pot too. Free healthy food will be distributed thanks to Gary. Heidi met with Ed Collins to go over details regarding the management of the pilot program and initial \$3,000 grant to Clairemont High School Foundation. Sports equipment scholarships will be granted to students via pre-purchased, small increment, gift cards. Identifying students in need of support will be done in a variety of ways, including through coaches, possible sports fair, etc. Scholarship applications and written essays are required to be considered.

President Report. Amy reported that the teacher's workroom paint day will be Saturday, February 25, 2023, at 8:00 a.m. She will distribute an email to those who volunteered to paint regarding needed supplies. Tiffany donated a five-gallon bucket of paint. Amy reported that approximately 75 tickets have been sold for Grad Night at Disneyland. Last day to buy tickets on campus is February 22, 2023. Last day to purchase tickets is March 1. Last day to submit contract paperwork is March 24. Eight chaperones are needed, and we counted approximately six volunteers have committed. Two buses may be all we need unless more tickets are sold. No more than 140 tickets are available.

Treasurer Report. Malissa distributed the Treasurer Report via email. Amy shared at the meeting that the total account balance is \$118,347.32 (includes Foundation balance of \$27,377.56). Check requests approved: \$177.60 to Chris Herndon for fence cup purchase; \$129 to Donation Match for Spring Fling items; \$1,891.25 to Rugby for inadvertent deposit of their monies into foundation account; and \$325 to vendor for Boys Volleyball. A grant request from Ms. Riley for \$150 payable to SDUSD to cover the Academic League fees for 20-30 students to attend was received. After discussion, Kelly made a **MOTION** to approve, Chris seconded and all present approved.

Student Events and Senior Scholarships. Alejandra reported that she will breakdown all that is happening on Earth Day to advertise on Facebook and Instagram. She is planning to announce the \$500 Senior Scholarship opportunity and prompt on March 1, 2023, with a deadline to submit by April 30, 2023, with judging to be conducted by a small group of Foundation members. Four students will be selected to receive the \$500 scholarship, which is paid directly to the specified college. It was discussed to have blind readings done this year.

Hospitality. Colleen reported that the February staff appreciation breakfast went well. Up next is the highly anticipated St. Patrick's Day luncheon scheduled for Friday, March 17, 2023, in room 114. Food prep day will be held on March 16. Colleen estimates she will need 50 lbs. of corned beef and is hoping to see it on sale for \$1.99. Please let her know if you see any sales!

Communications Report. Chris Herndon reported that we have received \$1,089 in value for donations through Donation Match. We can expect at least 25% of that on return. We will receive more donations as well. She will reach out to other connections for donations to Spring Fling. She has been working with CHS to remove old, tattered banners and have them replaced. Re rummage sale, one vendor has paid but Chris is unsure who the vendor is and is working with Tiffany to confirm. She suggested that the Foundation closet be cleaned out and items either donated or sold at rummage sale if Foundation plans to have a station/booth. Fence cups have been received and she will work to get them installed.

Grants and Scholarships. Paula reported that she finalized the donation request letter and emailed it to over 50 potential Spring Fling donors. She asked that the board please see the Foundation website/Spring Fling folder for the letter and feel free to distribute to potential donors. Please let Paula know if you distribute the donation request letter to avoid overlapping requests.

Fundraising Report. Tiffany distributed a detailed report and Alejandra read it aloud at meeting as follows: Spring Fling: Colleen is reaching out to BxB for contract revision to the CHS Foundation. Upon receipt of revised contract, she will sign and Malissa will send a deposit (or the whole amount). To confirm, we will run the event from 6:30-10:30pm and be out by 11pm. We can get in at 3pm for decorating. Greg at ICE Catering is confirmed for food. Need to work on and finalize the menu and numbers. Thank you, Sandy, for reaching out to Greg. Entertainment - none of our parent bands are able to do the event. I have reached out to last year's DJ - DJ Drew to ask for a quote and he has not responded. I also reached out to My DJ's, whom I think did one of the school dances this year, and they have provided a quote with a non-profit discount of \$885 (screenshot attached). This is for 4 hours of DJ plus Karaoke set-up. Last year's cost was \$600 for 3 hours + \$100 for Karaoke (which Colleen paid for directly). I understand the concern about ticket sales for CHS and will subsidize 10 tickets at \$10/each so the staff can purchase tickets for \$20. (if there is more interest confirmed, I'll worry about subsidizing those later, let's just get them to come!). Rummage Sale: We have one confirmed (and paid) vendor. We have two clubs confirmed: baseball and football. I need to post message ABS and AD about booths. I will also post message to community (through Micki Payne) to see if we can get more vendors. I would love to see a list from last year, but have yet to had time to get on foundation drive to look it up.

Activities. Sandy reported that she is working with team on Spring Fling planning.

New Business:

- Alumni SWAG table
- State Farm Insurance - Amy
- Amazon Smile update - Tiffany
- Website updates - Chris

Adjourn Meeting: 8:27 p.m.

Next Meeting Dates: 3/21, 4/18, 5/16, 6/6* (*different that third Tuesday).

Meeting Minutes submitted by Kelly Hallett