

RHSA PARTS MEETING MINUTES

Date:	Tues., September 15, 2015	Location:	RHSA Emphasis Gallery
Called to Order:	Karyn McNabb, President	Time:	6:31 - 7:44 pm
In Attendance:	Board: 6 Members at Large: 3 Members: 6 Faculty: 4	Approved:	

Present: Carolyn Pate, Jackie Hahn, Leslie Gilpin, Karyn McNabb, Tom Kearney, Tricia Gagna, Julie Ann Sherman, Kim Miller, Mignon Richardson, Katherine Kearney, Mary Barber, Alice Allen, Cathrin Sargent, Kay Jimenez & Family, Christine Whipp, Susan Thrasher, Maria Dowell, Quentin Brown

1) Welcome to PARTS: All in attendance introduced themselves, including faculty Mr. Brown, Ms. Whipp, Ms. Thrasher and Ms. Dowell. Ms. Thrasher made a point to say how important PARTS is. Mr. Brown reiterated that, and thanked PARTS for all they do for the school and the students.

2) Goals and Methods: Karyn explained the standing and ad hoc committees assembled for fundraising and service activities. She introduced the website, and requested members check for Employer matching grants to non-profit organizations.

Mr. Brown brought up that he went to a budget meeting at School Site Council (SSC). RHSA has available \$9,000 in “parent involvement” funds that parents must decide how to use, he cannot make those decisions.

ACTION - Mignon will coordinate with Mr. Brown on transportation for students and parents to the CSULB College Fair on Nov. 5th. We also inquired about the translation of PARTS materials to Spanish, to be done by the district, for some of the allotted monies.

3) Treasurer's Report: Jackie presented the 2014-15 Year-end Report with a Total Revenue of \$7,721.55, and Total Expenses of \$6,075.47.

VOTE - Julie Ann moved to accept the Treasurer's Report. Leslie seconded and the motion passed.

Jackie’s 2015-16 Proposed Budget projects Total Revenue at \$8,200.00 and Total Expenses at \$8,105.00.

VOTE - Leslie moved to accept the proposed budget. Carolyn seconded and the motion passed.

4) Old Business

a) May meeting minutes posted to website for approval.

VOTE - Jackie moved to accept the May minutes. Leslie seconded and the motion passed.

ACTION – Tricia to email members when new minutes are posted to the PARTS website.

b) Forty-nine people joined or renewed PARTS membership, 25 being new. Ms. Whipp, Ms. Thrasher and Ms. Dowell all registered with \$15 donations for a PARTS sticker.

c) There was discussion on getting teachers to place lunch orders at Domenico's on Oct. 21st for the PARTS fundraiser. Karyn volunteered to deliver the food if teachers placed orders. All were encouraged to post on social media outlets to spread the word.

ACTION - Karyn & Tricia to post Domenico's flyer to PARTS website and email .pdf flyer to members.

5) New Business

a) Copies of the PARTS Constitution and Bylaws edits were circulated, and posted to the website in August.

VOTE - Julie Ann moved to accept the edits to the Constitution and Bylaws. Tom seconded and the motion passed.

b) A committee is needed to determine if the Fall Fundraiser should repeat cheesecake sales, or be a new effort with Scrip (pre-purchased gift cards).

ACTION - Julie Ann, Ellen, Mary, and possibly (absent) member Sara will discuss and present decision at next meeting for kick-off. Many companies run Scrip and Karyn provided Julie Ann the names of four.

c) Back to School Night - new district regulations state that food truck(s) must follow strict health code guidelines to be on campus. We discussed the trucks being off-campus, parked on 9th St. Ms. Whipp and Ms. Thrasher said they are willing to put out cones to save parking spaces and open the back gates so families can access the trucks easily.

ACTION - Mignon and Cathrin will contact food trucks for Back to School Night, ensure parking, and arrange to be included in the school BTSN "robo-call" advertising.

6) College Prep: Mignon and Leslie provided awesome information on upcoming dates for college fairs and college bound tasks, and high school A-G requirements, with plenty of handouts.

7) Teacher Requests: Karyn presented Ms. Vargas' request for \$351.56 to fund a Scholastic magazine classroom subscription for all levels of Spanish students.

VOTE- Jackie moved to fund \$351.56 for the magazine. Mignon seconded and the motion passed.

8) Announcements

- Next meeting is Tuesday, October 20th.
- Back to School Night is Oct. 6th.
- Meeting adjourned at 7:44 pm.

Minutes submitted by Patricia Gagna, Secretary