

PARTS Board Meeting Minutes

Date: Saturday, August 18, 2018

Location: Long Beach Café, 615 E. Ocean Blvd., Long Beach

In Attendance: Heather Stamatelatos, Amanda Wells, Estela Gama, Sandi Jenkins, Elaine Del Bello

Called to order: at 2:19pm by Heather Stamatelatos, President

Finances

Discussed finishing bank changeover and completing new signature card.

Budget reviewed including income and expenses, adding of Administration Fund line item for funds from graduation ticket sales last year. Will be presented at the September 11th meeting.

Fundraising

Discussed fundraising, including community outreach. Will pursue program advertising, selling graduation tickets, scholarship donations, and more.

Emphasized reaching out to community around campus.

Discussed getting a writeup in LB Post and other newspapers, esp. around site grand opening.

There is a possibility of using grant writers for projects for school.

Talked about possibly creating an event or even a partnership with LB Park & Rec art program.

Discussed a wine & art night for parents/community members.

Discussed painting tiles for school as both a fundraiser and to leave as a legacy from the students.

Calendar

Calendar was reviewed and assignments made and reviewed for registration, staff breakfast, Back to School.

Teacher supply drive to be done, fliers at orientation and emails to parents, announce at first meeting.

Talent show dates are already on the school calendar, need to add a dress rehearsal.

Scholarship timeline to be set later in the year.

Discussed doing a silent auction again at Open House/Arts Festival.

Added Graduation Ticket Sales to the calendar as a fundraiser for the Administration Fund account.

College Prep ideas discussed, but with current school support, PARTS will offer support to existing programs.

Discussed having speakers at meetings as in past, decided only if there was an opportunity for a major subject.

Duties of Board Members

Board members given their responsibilities to review.

Discussed how to get more participation from parents – be visible, ask, discussed making PARTS T-shirts.

Talked about a new PARTS logo to use for T-shirts, decals, and more to raise awareness.

Talked about the possibility of using school email and/or District mail to reach more parents.

Discussed the advantages of student participation via ASB and more at our meetings.

Standing Committees and Volunteer Positions

Discussed recruiting liaisons and committees at orientation.

Membership Drive

Amended membership form to include support for performers under “Your Donations”.

Discussed offering decals for membership at registration – 1 per \$20 donation. Also offering water bottles with PARTS labels to those who donate \$10.

Decided to set up a Square account for membership drive to be able to take debit & credit donations.

Assignments made for pre-registration, including helping at Station 1 to check students in.

Talked about possibly helping hand out schedules again the morning of the first day of school if needed.

Other

It was also decided to move the P.O. Box to LB Blvd. & 3rd to be closer to school

Meeting adjourned: at 4:37pm. by Heather Stamatelatos, President

Respectfully submitted by Elaine Del Bello, Secretary