

**Friends of the HGM, Inc. -- Board of Directors Meeting
April 17, 2013**

1. Board Members Present: Robert Stulberg, Deborah Kawashima (arrived late), Yin Tintut, Jennifer King, Laura Frazin Steele, Peter Benn (arrived late).

2. Guests Present: HGM Coordinator Ethan Bradbury, Guest Speaker: Julia Browne from Catalyst Prep Parents: Michel Algazi

3. Roll Call & Sign-In

Meeting called to order at 7:00 pm in Kennedy 109. The minutes were taken at the start of the meeting by Laura Frazin Steele. She was covering for Deborah Kawashima, the FHGM secretary, who arrived at 7:30 pm.

Roll Call & Sign In & Introductions of everyone present.

4. Minutes of March Meeting

Approval of March Minutes: Approved March minutes via email so that they could be quickly translated into Korean by Lucia Woo and distributed to Korean parents.

5. Guest Speaker: Catalyst Prep-- Julia Browne

The next Catalyst Boot Camp at NHHS: will be held the weekend of April 27-28, 2013. Catalyst Boot Camp offers PSAT and SAT prep. Details about the upcoming Boot Camp are on the attached flyer. Please note that Catalyst also offers one-on-one tutoring, prep with a friend, and targeted prep.

Future Boot Camps: will most likely be held on September 28-29, 2013, January 18-19, 2014, and April 26-27, 2014. These dates are planned to be a week before PSAT (official dates not released yet) and SAT exam dates (9/7/13, 10/5/13).

Families will be notified of future Catalyst Boot Camp dates via postcards, flyers, and the HGM website/calendar.

6. Report from Coordinator -- Mr. Bradbury

Mrs. Kivork was sorry for not being able to attend tonight's meeting. (She had a plane to catch for her son's wedding.) She has relayed updates on the two-way radios and the golf-cart via email. See the section of *Old Business* for information.

Computer Purchase for HGM Office: The Macs that were installed for student use in the HGM office are a big success. Computers for Kersten and Ms. Rademaker will be delivered in the near future. Ethan will discuss the need, if any, for new monitors and printers with Kersten and Ms. Rademaker.

College Board and AP Scores: The College Board will no longer mail AP scores to students. Instead, scores will be accessed online only via the College Board website. Next week, students will pre-register online using their student ID numbers.

HGM New Applicants Update: The capacity for the HGM program is 303 students. So far for this fall, 65 incoming students (all 9th graders) were called and all have returned their calls to confirm that 'yes', they are enrolling in the fall. There are only 15 students that the HGM office is waiting to hear back from, to see if they will confirm 'yes' to enroll in the fall or not. On the waiting list, we now have a total of 40 students (21 we had on the list, plus 20 walk-in applications).

HGM Faculty would Benefit from Hiring a Second Math teacher: We have two teachers for every other subject, but currently we only have one Math teacher, Mr. Bamanyar. However, although our student enrolment cap has been bumped up to 303, which would normally entitle the HGM to one additional teacher, this allowance has been offset by the HGM's use of non-HGM teachers in resident school classes that HGM students take (see below for details).

HGM faculty: Mr. Toy, Dr. Haut, Ms. Richardson, Mr. Maine, Ms. Ordon, Ms Spadafora, Mr. Bahmanyar, Mr. McCollum (5 periods/academic subjects). HGM students use the equivalent of (a) 4 periods of PE teachers, (b) 4 periods of elective teachers, (c) for 1 period of a Spanish (Ms. Jackson)), 2 periods for a lower-level math teacher (Mr. Desousa), and one period of an English teacher for 12th grade AP English (Ms. Sweeney).

7. Faculty Requests and Other Reimbursements

No requests presented at this meeting.

8. President's Report – Bob

Pickwick Gardens: We have gotten the contract from Pickwick Gardens to secure the dates (May 6 - 16 2013) for the AP exams. The FHGM paid \$5000.00. Zoo Magnet will reimburse HGM for their portion. We need to confirm the number of HGM students taking AP exams.

Turn-it-In.com: We will negotiate this to share the cost with the Zoo Magnet.

9. Treasurer's Report -- Yin

Yin presented her April monthly report, categorized according to the budget.

Beginning Balance of 3/21 was \$ 170,699.66

Income: Deposits/Credits Total: + \$ 10,765.33

(Script Deposits, Sweatshirts, K.Lipel Law Offices Donation, and Letter Drive, Yosemite Trip deposits, Senior Night deposits, Annuals)

Expenses for Apr 2013 (withdrawals/debits): - \$3,402.43

Expenses broken down per category: (see *Treasurer Report* for item breakdown)

Faculty/Staff Expenses: **\$ 71.88**

Student Events/Competitions Expenses: **\$ 466.00**

Check image fee: **\$ 3.00**

FHGM Operating Expenses: **\$ 2,861.55**

Ending Balance of 4/17 was \$ 178, 062.56

Net Income from Events from this school year 2012-2013:

Net Picnic: \$2,452.43

Net Holiday Potluck: \$660.56

Net Donation Drive (including collection by Peter Hahn): \$32,265.65

10. Advocacy Update - Jennifer

No updates at this time from Jennifer.

11. Korean Liaison Update - Angie

Angie Han was absent from the meeting tonight.

12. Fundraising Update - Peter H.

Peter Hahn was absent from the meeting tonight.

This month's donation deposits: \$1,700

Total donation deposits he has collected to date: \$28,550 (including the \$1,700).

13. Alumni/PR Update - Peter B.

No updates at this time from Peter B.

14. Volunteer Update – Laura

No Volunteers requested at this time.

HGM Picnic Event: We need to send out an e-blast for everyone to save the date for the picnic in the fall. See more detail in the New Business section.

15. FHGM Website Update - Michel

HGM Website: Michel updates the HGM website on an on-going basis. When photos are posted on the website, it increases student engagement on Facebook. Please send Michel photos of all activities. Michel would like to do outreach to other HGM families so they can also become proficient on maintaining the HGM website.

16. New Business – Bob

2013 HGM Picnic: The HGM Picnic will be held on September 8, 2013. We will advertise the picnic on the website, through email blasts, and at the first HGM Parent Meeting of the 2013-14 school year (August 27, 2013). To facilitate collecting meal orders and money, all picnic ticket sales for meals will be held through August 26-29, 2013 only.

Motion to approve Sept 8th, 2013 at 11am - 3pm for the picnic. Seconded - no opposed/extensions - Motion carried unanimously without objection.

HGM Parent Meeting for 2013-2014 School Year: The first HGM Parent Meeting for the 2013-2014 School Year will be held on August 27, 2013 at 7:00 p.m.

Zoo Magnet Spring Dance: Laura will write an email blast about the Zoo Magnet Spring Dance on May 17 and ask Nili to send it out via e-blast. The email will ask for parent and/or student volunteers to sell tickets to the dance, as well as parents to chaperone and provide refreshments. Laura will also let Sue Thornton at the Zoo Magnet know that the dance will not be well-attended by HGM students, because May 17 is also Senior night for all HGM seniors, juniors, and a few select sophomores.

2013 Freshman Orientation: June 6th proposed for this date, at night. Last day of school is June 7th. Have to check with Middle School schedules.

End of Year Gifts: tabled

17. Old Business -- Bob

File cabinet for Dr. Haut and Ms. Ordon: Peter Benn is following up with this to make purchases and get file cabinets delivered before the end of the school year.

Blinds for Dr. Haut: Ken Divine is ordering the blinds. Jennifer will follow up with him.

White Boards, Smart Boards, Eyewashes, etc.: Jennifer looked into the purchase of two SmartBoards with A+ Interactive Technology. Best price, plus tech support (day of training) (model: SB 685 UX Projector, \$4412.00 for each board). Have to see if Ken Divine must install them or if A+ can install them.

PC Computer Purchase for HGM Office: This was discussed under FHGM Website Update section with Michel Algazi. See notes in that section.

Professional Development Contribution for Mr. Maine:

Motion approved to pay Mr. Maine \$5,000.00 in a manner to be determined by the officers in consultation with school administration. Seconded - no

opposed/extensions - Motion carried unanimously without objection.

Golf Carts for NoHo: Ms. Kivork researched the cost for golf carts. The board feels that the issue is more of a district purchase or a PTA purchase, and is outside the FHGM's corporate charter.

18. Public Comment - Open Floor

No Comments.

19. Next Meeting – Bob (Last one of the school year)

Mon, May 20, 2013 at 7pm in Kennedy 109.

20. Adjournment – Bob

Motion to adjourn the meeting at 9:45pm was made and seconded. Motion carried unanimously without objection.