

# **MINUTES OF FHGM BOARD MEETING MARCH 10, 2014**

## **INTRODUCTIONS/SIGN IN**

A meeting of the Friends of HGM Board was held at NHHS on Monday, March 10, 2014, at 6:30 p.m.

The meeting followed a closed session at which time Peter Benn, Board President, resigned due to personal reasons, and Jennifer King was voted the new Board President.

Board members present were as follows: Jennifer King, President; Laura Frazin Steele, Secretary; Steven Caraco, Treasurer; Mina Yang, Ruth Otarola, Peter Benn (left early), and Michel Algazi.

The meeting was also attended by Zepure Kivork, NHHS Assistant Principal, and Ethan Bradbury, HGM Coordinator.

Minutes were taken by Laura.

## **APPROVAL OF THE MINUTES**

Minutes of the February 10, 2014 Board meeting were approved.

## **TREASURER REPORT/BUDGET**

Steven Caraco presented the FHGM Balance Sheet as of February 28, 2014 and Profit & Loss as of February 2014 showing current assets in the checking account at \$45,392.77 and savings account at \$102,485.10 totaling \$147,877.87. Total assets, including fixed assets, were \$159,985.80. Net income for February 2014 was a loss of \$1200.30. Net income for July 2013 - February 2014 was \$13,978.86.

Steven noted questions in the Profit & Loss regarding allocation of funds.

State tax returns for a period of 6 years were not filed by FHGM. Steven is working on filing the returns.

A motion was made, seconded, and passed to allow Steven to purchase software costing approximately \$1,000.00 to be used to file State tax returns.

## **COORDINATOR REPORT/FACULTY REQUESTS**

Mr. Bradbury gave money collected from students to Steven for the Senior Yosemite trip.

Mr. Bradbury reported that the Botball team requested reimbursement of \$150.00 for supplies as previously approved by the Board (see March 2014 minutes).

Mr. Bradbury requested reimbursement for student insurance costs (insurance sponsored by LAUSD) totaling \$106.52 for the Robotics team competition in San Diego and Academic Decathlon. These expenditures were previously approved in the FHGM budget.

Mr. Bradbury also requested reimbursement for \$16.52 for meals as previously approved in the FHGM budget.

Mr. Bradbury discussed payment of \$5,000.00 to teachers for AP Exam tutoring; these funds were previously approved in the FHGM budget. A letter will be drafted by the FHGM Board explaining that the money is being donated to the student body, and teachers will subsequently be reimbursed in their paychecks.

Dr. Haut requested an additional \$1,250.00 to cover 50 hours of time for a reader. The funding was previously approved in the FHGM budget.

Dr. Delling, NHHS Principal, requested FHGM to pay \$1,500.00 to cover AP Exam room rental at Pickwick Gardens. The total cost will be shared between FHGM and the Zoo Magnet. We will ask Ms. Hultman, NHHS Counselor, to clarify the total cost. A total of \$5,000.00 has been allocated for AP Exam room rental in the FHGM budget.

## **STUDENT EVENTS/COMPETITIONS**

Mina and Ruth volunteered to organize lazer tag fundraisers to help defray the costs of teams/events/competitions. The first fundraiser will be held after AP exams (exact date TBD).

## **PRESIDENT'S REPORT**

Jennifer reported that Senior night will be held on Friday, May 23, 2014 at the Equestrian Center in Burbank. Senior night will be attended by HGM faculty/staff, HGM Senior class, and HGM Junior class. Ms. Spadafora is sending out a letter to the families of all Junior class members explaining Senior night and associated costs. Senior night is being planned by Ms. Spadafora and a committee of Junior class members.

The computer purchased by FHGM for Ms. Kivork is operational. The computers for Ms. Richardson's classroom have arrived thanks to Michel and Mina's efforts.

The blinds in Dr. Haut's classroom are installed thanks to the efforts of Bob Stulberg and NHHS staff.

## **ADVOCACY REPORT**

Jennifer reported that per Dr. Deasy, we do not have enough 10th graders taking the PSAT to justify administering the test on a Saturday; therefore, the PSAT will have to be administered on a Wednesday. This presents a problem, since NHHS would like to administer the test at a quiet setting without interruptions. Angela Hewitt Block, LAUSD Director, is looking into obtaining permission for NHHS students to take the PSAT on Wednesday and Saturday.

On February 27, 2014, a meeting was held at NHHS with Barbara Jones and David Acevedo, representatives from LAUSD Board Member Tamar Galatzan's office, Angela Hewitt Block, Dr. Delling, Ms. Kivork, Mr. Bradbury, Jennifer King, Mina Yang, and four HGM students. The purpose of the meeting was to discuss the Local Control Funding Formula and to provide information about and advocate for the HGM at NHHS.

One topic discussed at the February 27 meeting was AP textbooks, which are out of date. Courses that are especially impacted are AP Chemistry, AP Biology, and AP Physics B. NHHS is not able to order new editions of textbooks for these courses, because LAUSD does not include these editions on their LAUSD pre-approved list. Instead, LAUSD creates supplemental materials, which are not necessarily all inclusive of information covered on the AP exams. It is not feasible for FHGM to purchase textbooks, which cost approximately \$30,000.00 for one set. Jennifer is advocating for the purchase of updated editions of textbooks.

According to Angela Hewitt Block and Byron Maltez (Local District 1), by May 2014 progress will be made on selecting a new principal to replace Dr. Delling, who retires this June. Jennifer asked that HGM be included in the discussion about selecting Dr. Delling's replacement.

Jennifer and Peter met with Dr. Delling to work on changing NHHS designation as a Focus school (see September 2013 minutes). Core, a private organization, is spearheading the Focus school designation.

## **ALUMNI RELATIONS**

Brad Blick was not present to report on alumni relations.

## **FUNDRAISING**

Jennifer reported that Peter Benn and Peter Hahn are working on a follow up to the annual drive letter to contact HGM families who have not donated to the annual drive during the 2013-2014 school year. The Board is concerned that fundraising efforts have not brought in as much money as last year.

## **COMMUNICATIONS/FHGM WEBSITE/CORPORATE SPONSORSHIPS**

Michel reported that Yazmin Peebles and Ruth Otarola are sending out email blasts.

Mina is working on updating the list of student clubs and contact information on the HGM website.

## **VOLUNTEER UPDATE**

In an effort to attract FHGM parent volunteers, Laura and Ruth will work on a volunteer list that specifically designates needed tasks (i.e., picnic, potluck, drivers, etc).

A notice will be sent out to incoming 9th grade families inviting them to the May 29, 2014 Board meeting.

## **HGM PICNIC**

The annual HGM picnic is scheduled to be held on Sunday, September 21, 2014 in the NHHS quad. Laura will contact Yazmin Peebles about chairing the picnic.

## **FIELD TRIP INSURANCE (INCLUDING GRAD NIGHT)**

Ms. Kivork reported that Carol Convey (not a NHHS parent) created a nonprofit organization called Friends of NoHo to obtain insurance coverage for NHHS field trips and sign the grad night contract. Ms. Convey obtained a quote for insurance coverage for all field trips, including grad night, from K&K in the amount of \$650.00. Friends of NoHo is asking FHGM to cover the \$650.00 cost. A motion was made, seconded, and passed to fund the \$650.00 insurance cost once Michel talks to our insurance broker, Shane Rettberg, and determines that the \$650.00 coverage is adequate.

**The last two FHGM Board meetings of the 2013-2014 school year will be held on Monday, April 28, 2014 at 6:00 p.m. and Thursday, May 29, 2014 at 6:00 p.m.**

**The meeting was adjourned by Jennifer King at 8:45 p.m.**