

FRIENDS OF THE HGM  
MEETING MINUTES OF FHGM BOARD MEETING  
DECEMBER 9, 2013

INTRODUCTIONS / SIGN IN

In attendance: Peter Benn, Steven Caruco, Mike Nichol, Liz Harris, Zepura Kivork, Mina Yang, Michel Algazi, Ethan Bradbury, Peter Hahn, Yazmin I. Peebles, Ruth Otarola-Linan, Brad Blick, Jennifer King, Liliane Jackson.  
Minutes were taken by Liz Harris.

MINUTES – APPROVED

GUESTS TODAY

Senior students, Mickey and Dana, from the First Robotics Team spoke about the program. They requested the Board allocate money to pay qualified personnel to supervise after hours so that the team can build their robotics project. The project rules will be given to teams January 4, 2014 and the team needs until mid-February 2014 to build the project for competition. The team is currently supervised by Rock On Education (hereafter, ROE) but the team will need to work weekends and after school hours to complete the project, including but not limited to January 6, 2014 through January 10, 2014. An LAUSD classified security personnel would be the person who would be paid.

Jennifer King moved to fund up to 150 hours for this classified security personnel to supervise, not to exceed \$2500.00. The motion was seconded and the Board unanimously approved the expenditure.

GIFTS FOR FACULTY

Last year, the FHGM gave gift cards to each faculty and support staff member of the HGM in the amount of \$50.00. Jennifer King moved that the FHGM purchase \$75.00 Amazon gift cards exclusively for HGM teachers and support staff. The motion was seconded and the Board unanimously approved the motion.

SIKKUN LAM WILL RESIGN AS A BOARD MEMBER FOR THIS SCHOOL YEAR, 2013-2014.

OLD ISSUES

1. KUDOS TO YASMIN PEEBLES AND RUTH OTAROLA-LINAN for an outstanding and hugely successful Winter Potluck on Friday, December 6, 2014. The Winter Potluck raised over \$3000.00.
2. Peter Benn moves to approve up to \$750.00 for Mr. Landau to spend for the production of 5000 copies for the Duke Moot Court case with Aviva Heston

to help put the case together. Michel Algazi seconds the motion and the Board unanimously approved the expenditure.

3. Computers for chemistry: Mina Yang and Michel Algazi presented their findings. Chrome books are not going to work for this need; instead, PC laptops (Windows) or Macs will be needed. 21 machines are requested (2 students per machine). Discussion: Mac's are easier to handle, less prone to viruses; but the issue is connectivity because a local drive is required. The computers will probably be replaced in about 3 years. There was a suggestion that someone look into technology grants for the future. Overall, the discussion led to the idea to start with the lower cost machines (PC) because this is an experimental endeavor. The students can run the anti-virus program each week if needed. Motion by Michel Algazi that the Board approve spending up to \$12,000 for 21 Windows laptops (plus hardware and antivirus software) plus 2 carts with locks. Jennifer King seconds. The Board unanimously voted to approve.
4. Golf Carts – Mina Yang tried to get a country club to donate a used golf cart but they were unable to at this time.
5. Chairs for Chemistry Lab – Mina Yang got the chairs, tables in process of being obtained.
6. Eyewash Stations – Ms. Kivork gave update. They are being installed this evening.

#### COORDINATOR REPORT – FACULTY REQUESTS

Mr. Bradbury thanks everyone for their thoughts and donation upon the recent death of his father.

1. Ms. Ordon requests reimbursement for #38.01 for purchases related to a French food project. It had previously been agreed by the Board that an expenditure, such as this, that is less than \$50.00 need not be approved by the Board and can be covered by petty cash.
2. Mr. Bradbury requests to know the number of hours approved for Dr. Haut's reader. She spent 49 hours this year. Answer: The Board already approved 50 hours.
3. Kirsten submitted a time sheet reflecting 3 hours worked in October, 12 hours worked in November, and 9 hours worked in December. The Board already approved 15 hours per week.
4. Ms. Lee wants to purchase 40 AP Calculus A/B books for a class thus necessitating a purchase cost of \$800.00 (\$20.00 per book). Discussion as to whether the books can be ordered through the district since core books go through the district. Since the books are needed, the proposal was made that the Board approve up to \$900.00 to include shipping and tax for Ms. Lee to purchase the books if they cannot be ordered through the district. The motion was seconded and unanimously approved.

5. Ms. Kivork requests a PC. The Board approved spending up to \$1000 for the purchase of a Windows machine computer including Microsoft Office and anti-virus software.

#### ISSUE: SHOULD THE FHGM FINANCIALS BE POSTED ON THE WEB?

Discussion was held as to whether it is appropriate for all financial information to be posted on the website. It was agreed that posting financially supported programs is appropriate, however, posting the FHGM balance sheet is not appropriate. To further disseminate such information and incorporate a “thank you” from the Winter Potluck chairs, Yazmin Peebles agreed to draft and e-blast letter with this information, donation information and thank you’s.

#### ISSUE: CLUBS

Teachers are not paid to oversee clubs and they participate voluntarily. Exception is the Decathlon Team, the teacher gets paid a stipend. The Cyberpatriot teacher advisor may get a stipend through ROE.

#### ISSUE: CAN WE PAY MS. RADIMAKER TO MEET WITH ALL JUNIOR FAMILIES OVER THE SUMMER?

HGM kids view Ms. Rademaker as their college counselor. Ms. Hultman sets up the college visits, organizes the PSAT, and is very active in getting scholarship information for students. As per Jennifer King, Ms. Rademaker seems receptive to meeting with families over the summer. Mr. Bradbury will follow up with Ms. Rademaker about a summer plan.

#### REVIEW THE BUDGET – STEVE CARUCO

Steve Caruco, Treasurer, sought guidance from the board in obtaining information to place items in their place regarding the financial documents/budget. Recommendation to speak to past Treasurer.

#### FUNDRAISING – PETER HAHN

\$9550 (23 checks) have been deposited and have since received 9 more checks. At this time last year, the FHGM had raised the equivalent amount.

#### ADVOCACY – JENNIFER KING

The Chief of Staff, Hillary McGregor, is no longer in that position.

#### CORPORATE SPONSORSHIP – MICHEL ALGAZI

Inquiries have been made to Disney and Evolution Robotics and there will be follow up with Google.

#### ALUMNI RELATIONS

Michel Algazi will send information to Brad Blick.

#### NEW POSITIVE SCHOOL-WIDE PLAN – MS. KIVORK

Be Safe, Be Respectful, Be Responsible.

MEETING ADJOURNED AT 9:08 PM.