

**LA JOLLA HIGH SCHOOL PTA
GENERAL MEETING MINUTES
APRIL 3, 2009**

President Sarah Schrier called the meeting to order at 9:00 a.m.

President's Report - Sarah announced the following:

- Please do not park in the parking spaces on campus that are reserved for faculty, staff and administration. Please park off-campus for PTA meetings and other activities during the school day.
- Ellen Brice, Pam Zuckerman and Venzel Hammershaimb volunteered to be readers of the minutes.
- Sarah read a note that she received from a parent of a LJHS student. The writer praised the volunteer work of Bill Kerr on the recent production of "By Jupiter," which involved in excess of 100 hours of his time.
- The procedure for sending e-Blast e-mail messages to people on the LJHS list is to submit a document with the desired text in Microsoft Word format to Sarah and Dianna Hoff for review and approval. The e-Blast message will then be broadcast to the LJHS mailing list.
- The PTA learned the great news that *Las Patronas* (a La Jolla philanthropic organization) awarded a \$10,000 grant for audiovisual equipment to the La Jolla High School (LJHS) network/media group led by Kathy Renda. Kudos to Linda Dowley who authored the grant application.
- The PTA Executive Board approved a request that one SAT preparation class admission be donated to the LJHS Foundation for the silent auction at the upcoming gala. A motion to approve the request was seconded and passed.

Counseling Center – Sarah introduced Cathy Zimmer, Counselor at LJHS, who thanked volunteers for helping with the administration of the California High School Exit Exam on March 17 and 18. Cathy explained that the next major student-testing effort involves the STAR testing for all 9th, 10th and 11th grade students on April 22-24 and April 27, 2009. Cathy introduced Candace Person who is the coordinator for sorting materials and handling administration. She asked for volunteers to sort materials into individual student packets and then review and clean up answer sheets on April 15-17 and April 29, 2009, respectively. The request for volunteers will also be sent in an e-Blast message and a sign-up sheet was circulated at the meeting.

Treasurer's Report – Amy Heap presented the Treasurer's Report, explaining income amounted to \$3,780.00 and expenses in the amount of \$5,596.56 were incurred, resulting in a balance of \$25,182.75 in the LJHS PTA checking account and a balance of \$10,530.75 in the savings account. A motion to approve the Treasurer's April Report and ratify the checks as written was seconded and carried. Amy also reviewed the variations between the amounts budgeted and the amounts actually expended. (Note: the actual report with details of all the checks that were written is filed with these minutes.)

Election of LJHS PTA Executive Officers for 2009-2010 – Sarah introduced Parliamentarian Lisa Kay, who read the LJHS PTA Bylaws provisions regarding voting eligibility and the election of officers. Linda Dowley, chairperson of the Nominating Committee, presented the nominating committee and the committee report. She thanked the members of the nominating committee and announced the slate of candidates for executive officer positions.

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The slate of executive board candidates for the 2009 - 2010 school year is as follows:

President - Sarah Schrier
Executive Vice President - Linda Dowley
Vice President Ways and Means - Cal Mann
Vice President Programs - Linda Rutgard
Vice President Membership - Margaret Ohara
Treasurer - Amy Heap
Auditor - Devon Frager
Corresponding Secretary - Sherry Macelli
Recording Secretary - Wendy Neri
Historian - Sandra Sloan
Parliamentarian - Lisa Kay

Sarah asked that all of the nominees stand. She then asked for nominations from the floor for any office. When additional nominations were not made, nominations were closed. The slate of officers was voted on, and approved unanimously.

Programs – Tina Greenberg, Vice President of Programs, reported as follows:

- There will be lots of programs in May. A Principal's Chat session will be held on May 14, 2009 at 9:30 a.m. in the Ridgeway community center.
- On May 27, 2009, at 6:30 p.m., a college preparation night for parents and students will be hosted by the PTA featuring a panel of parents – primarily fathers this year.
- Brainstorming is underway with Linda Rutgard regarding a pilot program for high school seniors called "Life 101" or "Basic Skills into Adulthood."

Ways & Means – Pam Zuckerman, Vice President of Ways & Means, provided a summary of the mini-grants being requested for PTA approval, as follows:

- \$350.00 for Mr. Mattio in the Industrial Arts Department for replacement equipment, including items such as a trim router, safety shields and hand drills.
- \$347.95 for Ms. Henderson in the Music Department for a Canon camera, battery and tripod in order to film presentations and performances.

A motion to approve the mini-grant requests was seconded and carried.

Historian – Sandra Sloan reminded attendees to list any and all volunteer hours for LJHS activities.

Governance – Michael Briggs, Chairperson of the LJHS Governance Committee, reported as follows:

- The annual performance evaluation survey of Principal Dana Shelburne is underway. It will be conducted on-line until April 20, 2009. All stakeholders (students, parents, teachers, staff and community members) are being encouraged to participate. To date, 84 parents and guardians have participated, and Michael encouraged others to participate and to have students also participate.
- Michael announced that the next meeting of the Governance Committee will be held on Monday, April 13, 2009, at 2:30 p.m. in Room 302, and he invited all interested parents to attend.

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- Michael introduced Bee Mittermiller, who is chairperson of the Governance subcommittee concerned about academic integrity at LJHS. Bee announced that the Governance Committee approved the use of a website (www.LJHSstopcheating.com), and that the website is now linked on the LJHS home page. Cal Mann stated that the link had over 100 “hits” but that he did not know how many reports of cheating had been submitted, as opposed to people who were simply viewing the website. Bee explained that any report of cheating will be sent to Dana Shelburne, who will forward it to the teacher with details of any incident in order for the teacher to be alerted and take corrective action. Bee emphasized that this tool is solely for notification of situations to teachers, and will not be the cause of any disciplinary action against teachers. A discussion of the website and its use followed.

Grade Level Reports

12th Grade – No report.

11th Grade – Barbara Daitch reported as follows:

- Junior Class car wash will be held on April 8, 2009, from 11:00 am until 3:00 pm at the United Methodist Church on La Jolla Boulevard.
- A parents’ dinner will be held on May 16th, and it is intended to communicate information regarding senior year activities for parents, not as a fundraiser (deferring to the LJHS Foundation’s gala at the end of May).

10th Grade – No report.

9th Grade – Vera Pitrofsky reported as follows:

- Freshman Class parent dinner was successful.
- Freshman Class has raised money toward their senior dues.

Registration 2009-1010 – Sarah introduced Cal Mann and Kathleen Doll who described the efforts to place the registration forms for the upcoming school year on the LJHS website for downloading by parents, rather than mailing printed forms to everyone. It will save time, paper and mailing costs. The on-line forms will be available in August 2009.

Cal provided additional information regarding registration dates for students (with the first day of school being September 8, 2009). Cal provided information about volunteers and registration volunteer leaders.

ASB Report – Sarah introduced Raquel Saxe, ASB President, who reported as follows:

- The week after Spring Break will be Multi-cultural Week capped by Friday’s Multi-cultural Food Fair, on April 17, 2009.
- After raising more than \$35,000 during the past four years toward senior class dues, this year’s graduating class’ dues are \$60 per student, an amount that is \$10 less than last year and the lowest amount in several years. Senior dues include the LJHS Yearbook (otherwise priced at \$50), cap and gown, senior breakfast and senior prom.
- The deadline for ordering personalized graduation announcements has passed, but generic announcements will be available for purchase.
- Budget cuts are forecast for the next school year by the SDUSD Board of Education. One contingency shows smaller overall cuts to programs if teacher and classified

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bargaining units agree to pay and benefits reductions. Otherwise, all sports, arts and music programs will be impacted.

- A walkathon on the LJHS track will be held on May 17, 2009, for students to raise money for the American Cancer Society.
- ASB elections will be held on May 22, 2009. Applications will be available on April 20, 2009 for officer positions. Next year's officers will select applicants for commissioner positions. Thanks to the PTA and parents for all the support that they have given to ASB and the school this year.

Sarah thanked Raquel for her report.

Health and Safety – Pat Robbins reported that Nurse Lisa and Kathy Marsh (school nurse at Muirlands Middle School) made a presentation at the Muirlands PTA meeting yesterday discussing issues surrounding the transition to high school, including topics such as drugs and alcohol, driving safety and bullying. A summary of the presentation was made available on the back table at the meeting. In addition, Pat urged parents to keep sick children at home and not send them to school as other students could be infected.

Nominating Committee – Linda Dowley, chairperson of the nominating committee, again addressed the meeting in order to list the open appointed positions in the LJHS PTA for the upcoming school year, including Co-chair for the Welcome Dinner in September, Chairperson for Senior Exhibitions, VEEP Liaison and Webmaster shadow (to assume the Webmaster position for 2010-2011).

SAT Preparation – Sarah reported for Susan Saeed, and explained that the current SAT review classes are full with 46 enrollees. However, an additional one-day essay-writing session will be offered by Ms. Visconti for an additional \$30, and enrollees are being accepted through today.

Administrative Professionals Day – Karen Feeney reported that when the administrative staff was surveyed regarding a recognition event, having food provided rated very high. So, a week-long schedule for catering has been arranged. Karen is also working on Teacher Appreciation Week in May, and details of that effort will be provided at the PTA meeting in May.

LJHS Foundation – Sarah introduced Christina Orciuoli, member of LJHS Foundation Board. Christina reported that the annual Viking Golf Tournament will be held on Friday, May 14, 2009, at the beautiful Coronado Golf Course. Fees include lunch and prizes.

Christina introduced Kerri Smith, who described the LJHS Foundation's major fundraiser to be held on May 30, 2009, at the new Forum at Scripps Pier. The gala, which was called Scarlet and Black Ball in the past, is now called "Nautilus." It will be more fun, lively and informal this year with a beach party theme. The \$90 price includes dinner and a complete bar. There will be dancing, a silent auction and brief live auction. Up to 330 people can attend, so please notify your friends!

Principal's Report – Dana Shelburne, Principal of LJHS, discussed items as follows:

- LJHS Boys Basketball Coach, Kamal Assaf, was named San Diego Coach of the Year. Dana commented that scorers and officials have consistently praised Kamal for his demeanor during games and have commented that Kamal is "always teaching."
- The Robotics Team competed in Las Vegas.

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- The LJHS website has the active link for reporting cheating, as previously discussed by Bee Mittermiller. Dana explained that the intent is to make cheating go away at LJHS.
- Regarding the music program, Dana explained that some students at Muirlands Middle School might be permitted to attend band classes at LJHS. Because there are few 7th grade students taking music (electing instead to take a world languages class), Mr. Johnson will only be teaching during one period at Muirlands next year (.2 of a teaching unit) and he will only be offered .6 of a unit at LJHS, making him less than a full-time teacher unless additional funding is found.
- Every six years, the Western Association of Schools and Colleges (WASC) reviews the accreditation of LJHS, with a three-year mid-term evaluation meeting. That mid-term meeting was held recently, and the evaluators will meet with groups of administrators, teachers, students and parents, including the President of the PTA and other groups. Preparations will begin late next school year for the next WASC review.
- Regarding summer school at LJHS, it is currently unknown whether the State of California will support summer school this year. There are normally two portions of summer school: remediation for students who received Ds and Fs in classes and enrichment, which included chemistry and biology classes in the past. Any openings will be filled by grade level and lottery this year, eliminating the practice of students lining up at 4:00 am in order to try to secure a place in a summer school class. SummerBridge is also offering classes on the LJHS campus this summer.
- Regarding budgetary issues, Dana said that the LJHS budget was submitted on Wednesday, and still has some needed changes because the information on budgets changed since Wednesday. At present, five current LJHS teachers cannot be funded: 1 as a tradeoff for an additional vice principal position, 2 as 9th grade English teachers who were funded specially this year and 2 because of reduced budget amounts. Of current LJHS teachers, 3 intend to retire, 1 intends to take a leave of absence and 1 plans to move out of state. Regardless, Dana will need to notify 5 current teachers that they are not funded at LJHS for next year. It is likely that two of those positions will return, and that LJHS classes will increase on average by 2-3 students. The 2 teachers will be paid for from \$120 million in additional categorical funding that resulted from a committee report to which Dana committed lots of time a couple of years ago, so LJHS was benefited. In addition, the Library Media Center will have a full-time technician and ½ time librarian (possibly sharing the librarian with Muirlands Middle School, which is also funded for ½ a librarian). In addition, Suzy DeLacy will retire and instead of replacing her, Dana's secretary (Lynn) will pick up additional duties. Two clerk/typist entry-level positions will be added and one athletic attendant will also be brought back. Counselors for LJHS are now fully funded, which is good since they do lots of outreach and other work with all LJHS students. Dana indicated that the SDUSD set LJHS funding based upon an assumption of 1587 students, which is unusually low since LJHS typically has 1650 students (with 800 students currently on the waiting list to attend). For every 30 students above enrollment of 1587 LJHS will receive budget for an additional teacher.

Questions for Principal Dana Shelburne

- In response to a question about more drastic cuts, Dana explained that while sports, arts and music might be in jeopardy, fine arts are still a requirement to be admitted to the University of California, so taking out all fine arts would be detrimental to students. In addition, he recalled that in the mid-1990s a budget squeeze reduced the number of subsidized sports to just a handful, with other sports going onto a pay-to-play basis, which could happen again.

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- In response to a question about the \$100 fee for each Advanced Placement test (rather than \$86 as posted on the College Board website), Dana explained that LJHS uses the difference to pay for necessary administering equipment (for audio portions) and proctoring.
- In response to a question regarding the food sold in vending machines at the pool, Dana explained that he is monitoring the situation as well as litter in the pool area.

With no further questions or announcements, the meeting was adjourned at 10:55 a.m.

Minutes submitted by Michael Briggs, Recording Secretary