

**In Attendance (Zoom meeting):** Principal Matt Lawson, Suzanne Lawson, Chris Brookes, Kathryn Scurry, Juliana Conzemius, Heather Chell, Carolyn Coaglianese, Harriett Hall, Pam Marvuglio, Cheryl Pritchard, Heather Holland, Ginger Colletto, Jen Marchesini, Lisa Divona, Jenny Cornelissen, Jessica Baldis, and Lecia Hass.

Suzanne started the meeting at 5:04pm.

Suzanne made a motion to approve 2 new board members, Pam Marvuglio and Richard Lawson; Chris seconded the motion. The motion was carried.

### **Approval of Minutes**

Chris made a motion to approve the minutes from the SRHS Foundation meeting held on December 14, 2020; Suzanne seconded the motion. The motion was carried.

### **Coordinator Updates**

#### **Hospitality Coordinator, Jessica Baldis**

Jessica had nothing new to report.

#### **eBlast Coordinator, Stacie Maurer**

Stacie was not in attendance however Suzanne reported on her behalf that one eBlast was sent this week highlighting our November and December donors.

#### **Website Coordinator, Cheryl Pritchard**

Cheryl mentioned the website is currently highlighting our November donors. She plans to update it to highlight December donors and to list SRHS license plates for sale. They are \$15 and contact is Harriett Hall to purchase.

#### **Social Media Coordinator, Jenny Cornelissen**

Jenny reported she completed 11 posts since December 1. Two were regarding wish list items, one was for the Virtual Family Forum, three were for the College Corner, one was for Giving Tuesday, and a few more. It was an active month. She also spent some time trying to trouble shoot why some information isn't accessible to everyone.

#### **Community Liaison Coordinator, Jen Marchesini**

The SGT meeting was held last week, and the intended agenda was to discuss adding additional AP and Honors classes at SRHS. AP Spanish Literature will be added to the curriculum offerings and will be taught by the existing SRHS AP Spanish teacher. Beyond that, the discussion turned to the high level of rigor at SRHS and that a greater focus should be made on students' mental health. Ginger asked if the 'What I Wish My Parents Knew' seminar held last year would be beneficial. Do we want to investigate holding the seminar via Zoom this year?

We are beginning our WASC (Western Association for Schools and Colleges) course in Fall 2021. Refer to the "Principal's Report" for more details.

Jen then gave the floor to Heather Chell who recently noticed an equitability issue among some of her elementary school students and thought it may be happening at the high school level as well. Due to a lack of resources and/or technology at home, some students are not able to print out class assignments and/or notes. We need to make school via Zoom a fair and equitable process for all students – students need equal access to supplies and tools. Heather C. asked if SRHS could offer a printed version of class assignments and distribute at a pickup window on campus and/or have a specific distribution day.

Matt will reiterate to staff not every student has equal access. Mondays and Wednesdays are currently pickup days, however students may not be aware of that. Office staff can turn around print outs within a week (or possibly less).

Along with the discussion of equal access, Jenny C. mentioned her recent experience with Virtual Falcon Day and that she was unable to access the presentation because she didn't have a Google Classroom account. She's concerned about anyone without a Google Classroom account, like military families who are new to the area, who want to learn more about SRHS. Matt will ask the Video Production teacher about the Google Classroom online settings – he's hopeful it's an easy fix.

#### **Grad Nite Coordinator, Harriet Hall**

Harriett reported we are still stuck in a holding pattern until San Diego changes tiers. She's hoping to pull something together at the last minute. For now, she'll focus on selling legacy bricks.

#### **Grant Coordinator, Rich Lawson**

Rich was not in attendance. Suzanne did not hear back from Kristen Gaspar's office so she will reach out to her incumbent.

#### **Wednesday College Series/College Corner Coordinator, Ginger Colletto**

The College Series will restart on February 3 and continue for 8 weeks. Miramar College will kick things off. Ginger is also planning to hold a couple of special topic seminars for two of the weeks. Ideas for the seminars include the College Admissions process, Merit vs Need Based Financial Aid, essay writing, etc. Intent is to choose topics both students and parents would find valuable. The College Series will host 20 colleges, plus Miramar, over the remaining 6 weeks.

#### **Taste of The Ranch, TBD**

While the Foundation has a group of people committed to running this event in some manner, there is not currently a chairperson. Suzanne mentioned there is nothing new to report in the meantime.

#### **Principal's Report, Matt Lawson**

Matt had two major items to report:

1. Our WASC (Western Assessment of Schools and Colleges) is in its beginning stages. The basic premise of WASC is that it is a school self-assessment and takes place every 6 years. It begins by reviewing school needs, efficiencies, etc., then creating action plan and following it. (It's similar to the idea behind SSC.) Students, staff, and the community are involved in creating an action plan to improve school outcomes. SRHS is in process of creating small focus groups consisting of students, parents, and staff. To reach students, a link was posted on SRHS ASB page. SGT, SSC, and the Foundation should supply plenty of parents. (At the time of this meeting 3 additional parents would be helpful). This coming Tuesday is the focus group training session. Beginning in February, meetings will be held the third Monday of every month at 1:30pm. Meetings will continue until April when the necessity of future meetings will be re-assessed. Fill out the Google form if you are interested.
2. SRHS is proceeding with PSAT and the school could use as many volunteers as possible. 12 families are currently available to help. Due to College Board requirements, the PSAT will be held outdoors at various locations on campus so volunteers are needed to check in and seat students. Matt anticipates 200+ students will be in attendance.

**Treasurer’s Report, Chris Brookes**

Chris conveyed she doesn’t have much to report as this has been a slow year in terms of donations and expenses. The Foundation currently has \$39,000 cash on hand in our checking account. Net income is \$29,000. Heather C. made a motion to approve the December financials; Lecia seconded the motion. The motion was carried. Chris did some research into the San Diego Foundation and found we can make withdrawals from the Endowment accounts without restrictions. There’s a two-week turnaround time for one fund while withdrawals from the other fund can take up to 90 days to receive monies. Generally speaking, it means we’ll have to plan well ahead of time if we want to make a withdrawal. Chris also examined the fee structure of the San Diego Foundation and found their fees are comparable to others. SD Foundation invests in a variety of funds, so the upside potential can be great, but it also means more risk. Most foundations Chris works with invest in CD’s, which are considered safer. Harriett offered to help review the fee structure.

**Auditor’s Report, Carolyn Coglianese**

Carolyn reported she’s still working on the report.

**Pledge Drive, Juliana Conzemius**

According to Juliana, we’ve received a total of \$24,000 in donations for the year including corporate matches. Of that, \$14,000 is directly from PayPal donations. While donations are down from last year, so are funding requests. No success with ‘Text to Donate’ so will discontinue.

**Designated Donations, Heather Chell**

*Designated Funds Report for Deposits made December 14, 2020 – January 11, 2021*

<b>Club/Sport</b>	<b>Amount</b>
N/A	\$0
<b>Total</b>	<b>\$0</b>

*Respectfully submitted by Heather Chell.*

**Corporate Fundraising, Pam Marvuglio**

Pam has nothing new to report currently. She asked to be added to the TOTR committee so she can be in the loop.

**Wishlist/Supply Drive, Heather Holland**

Heather designed a spreadsheet with all wishlist requests. The spreadsheet includes recommendations for what should be funded based on the likelihood of specific items being donated. Heather published 3 FB posts with wishlist requests and would like to wait a week to see if anything comes from them, then ask for funding where appropriate. The nurse, library, and languages have departmental funds available so they may already have money for their wishlist items. To speed up the process, the foundation agreed to fund a portion of 3 wishlist items and will revisit remaining items at the next meeting.

Heather C. made a motion to spend up to \$1,000 on wishlist items outlined by Heather (who will wait until Jan 25 to see if anything is purchased); Chris seconded the motion. The motion was carried.

**Funding Requests, Kathryn Scurry**

Kathryn reported there have been no new funding requests. To help streamline the process in the future, Kathryn recommended having each department meet at the beginning of the year to discuss their needs prior to making funding requests. Matt would be happy to send out an email to staff prior to the start of school. Kathryn mentioned Nicole had created a Google form that the teachers have access to, along with an info sheet outlining the process. In addition, Kathryn sends an email to the department heads at the beginning of the year.

**Corresponding Secretary, Laurel Pollard**

Laurel was not in attendance.

**Parliamentarian, Lisa Divona**

Lisa had nothing to report.

**President's Report, Suzanne Lawson**

The update to our bylaws has been pushed back to February.

**Roundtable**

Heather H. asked about the process for approving new courses at SRHS, specifically 'Social Justice in Food', a class currently taught at Chula Vista High School. Any course suggestions should be shared with Matt and counselors. They will then reach out to SDUSD to investigate whether the district has an approved course. Kathryn mentioned AP Human Geography, taught by Leslie Wilson, may be along the lines of 'Food Justice'. Matt will examine further.

Meeting was adjourned at 6:40pm.

Respectfully,

Lecia Hass  
Foundation Secretary

## Addendum: Improvement Ideas for SRHS

Suzanne

- Improve signage throughout campus.
- A running marquee in the courtyard area, possibly posting daily announcements.
- Directions to the gym, quad, library, various places on campus.

Jessica

- More student-friendly ways to disseminate information, especially during remote schooling.

Cheryl

- More seating around the quad.
- Switch announcements from 4<sup>th</sup> period to first thing in the morning.
- Ensure the bell can be heard fully around campus (it can't always be heard in certain areas).

Jenny

- Signage/directions to the football field.
- Signage for Senior student parking and Faculty parking.
- Turf on the upper field.

Jen

- Agree with everything mentioned thus far.

Harriett

- Increase seating in the quad and add more shade.
- Install huge nets by the field goals to 'catch' balls during soccer/lacrosse/football practice on football field.

Ginger

- Put daily announcements on a running marquee in the quad.
- Figure out a way to send out daily announcements virtually.

Matt

- A running marquee.

Chris

- Echoed the multiple requests for signage/directions.

Juliana

- Better signage
- More seating in the quad.

Heather

- Better way to communicate daily announcements during distance learning.

Pam

- Signage and asked if Power School be used to communicate announcements?

Heather H.

- The quad should be more glorious with lush landscaping, particularly in high visibility areas like the planter by the front office door.

Kathryn

- Replace SRHS concrete sign on street corner that seems to be sinking every day.
- Adjust the faucets in bathrooms that currently turn off too quickly and refill soap dispensers more frequently.

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Lisa

- Replace the SRHS concrete sign on the corner.
- Signage around campus

Lecia

- Improve signage and directions throughout campus.
- Increased parking for visitors along with signs identifying the spaces.

SRHS Staff

- A scrolling marquee for inside the quad
- An information newsstand/kiosk in the quad.
- Naming rights for the gym.
- New bleachers for the gym.
- A sound system for softball.
- The opportunity for donors to purchase team uniforms.
- Offering both a Finance window and a Theater window.
- Additional stanchions.
- Plastic holders over the gym area for posters/advertising.
- Additional custodial equipment/tools:
  - Upright vacuums – 5 each
  - Backpack vacuums – 3 each
  - Cordless grinder
  - Cordless drill
  - Air ratchet
  - Impact driver