

**Pirate Booster Club Board FINAL Meeting Minutes
January 13, 2015**

In Attendance:

Christina Brons	Jim Mockus
Jean Choi	Mary O'Brien
Chris Daly	Lora Schallmoser
Alissa DePue	Donna Schneberger
Suzanne Dowd	Krista Spaletto
Linda Gump	Gary Steiger
John Helminski	Matt Trembley
Teja Kics	Ramona Tyack
Ann Lawrence	Frank Vitucci
Debbie Lemonidis	Eric Wasowicz
Jenn McCloskey	Barbara Weiss
	Steff Woell

Alissa called the meeting to order at 7:00 p.m.

1. General

- a. January agenda reviewed, motion to approve made by Jenn and Steff seconded. Motion was passed.
- b. December Draft Meeting Minutes reviewed and approved by PHS Booster Committee.
- c. All booster artwork, ads, posts, forms, flyers, announcements, etc. must be submitted to Alissa to proof and approve prior to print, post or distribution. Carbon copy Alissa on all booster related correspondence.
- d. It is that time of year where Boosters needs to know if you are returning to your current Booster position for the 2015-2016 school year. Sign up sheet will be passed around at meeting or email Alissa directly. Alissa will then forward the information to Linda Gump (nominating committee chair).
- e. A bylaw committee needs to be formed next month. There will be no major changes but a few housekeeping items will be done. Boosters will continue to have meetings the 2nd Tuesday of each month.

2. Vice President

- Linda Gump will be forming a nominating committee, per our bylaws. This committee will consist of at least two general members and at least three board members. Linda will reach out to Cara Singer and Meghan Haddad to see if they will join this committee as the general members.
- Tax Exempt status is being reviewed. Need to obtain the information from the lawyer and find someone new to assist us as this lawyer has moved. As long as Booster members have this certificate, we should not have to be paying any of these taxes. May do some research to see if we can obtain any of these taxes back.

3. **Financial**

- Boosters had a \$53,000 net profit at the end of December in large part due to store and concession. Corporate contributions is also doing excellent. The financial reports will be filed for audit.
- Cash Box Policy: Everyone received new Cash Box Procedures. The only item that changed on this form was the request for cash advance. This was approved by two officers. Also distributed at the meeting was the Change Fund Request Form. Please use the appropriate forms and give seven days lead time before your committee's event occurs. A motion was made by Donna and Jenn seconded and all in favor for this new policy. Motion was passed.
- All invoices need to be given to Christina Brons in a timely manner as we need to pay all bills on time. Please do not hold onto to them for a lengthy time. As stewards of this organization, we must demonstrate financial responsibility. We want area vendors/businesses to maintain our good reputation so area businesses/vendors continue to work with us.

4. **My Rockin Role Descriptions:**

Post Prom – My Rockin Role – Jim and Lisa Mockus

This committee is responsible for organizing the after prom boat activity. This is held on Mother's Day weekend. Tickets are sold a week before the event occurs and this committee organizes the buses to transfer students from high school to the pier. Boosters assists by selling the tickets.

Scholarship – My Rockin Role – Krista Spaletto

This is PHS Boosters 41st year of doing scholarships. This year we will be awarding a total of thirteen \$1,000 scholarships (12 booster and 1 millennium) A scholarship link and application process is on the website. They are due March 20th. Office copies all the applications and the committee utilizes a rubric to review students who exhibit leadership qualities and service to Palatine High School and the community. Scholarships are awarded on senior awards night. Approximately 70 applications are received.

Music – My Rockin Role – Barbara Weiss

This is a new role for Boosters this school year and still under construction. This role is a liaison with all three music teachers and the chair for fundraising. This committee coordinates with all the other roles for support.

Band – My Rockin Role – John and Lisa Helminski

This committee assists the music committee with whatever is needed for fundraising and works with the band directors and students themselves. A lot of fun is held as you get to spend a lot of time with the band marching to and from all the events safely. People are eager to volunteer in this committee which is great.

Orchestra – My Rockin Role – Teja Kics

This is a new committee and is a liaison for the music group. Help with fundraising and work directly with leaders to assist.

5. **Principal Report – Gary Steiger**

- A survey was distributed to all families regarding a potential change in the school year calendar. The board will be voting on this change Thursday, January 15, 2015. This will be educationally good for the students. Moving the school calendar back two weeks would give more time for students to prepare for exams. Some conflicts with fall sports and spring sports may occur as students will participate in their sport after graduation.
- A four page newsletter from the superintendent will be distributed soon. It will communicate where the district stand in regards to common core, ACT, no child left behind, etc. The goal is to get all states on the same national level. Critical learning standards have been created which gives a message that we are prepared for this. This tells kids what to expect and where the finish line is. PHS believes this is a good path and it is guided and effectively adjusted. All departments use the professional standards. Critical learning will assist in what the grade really means and how to measure it. Grades should reflect on what the students know.
- A question was raised about late start days and whether early bird will still continue on these days. Gary Steiger will keep us informed. They have started discussions regarding this at the district level.

6. **New Business**

- Ford Drive One for Your School Event will be held once again this year. The event will take place on May 2, 2015, during Palatine relays. Volunteers for this committee will consist of Donna Schneberger, Barbara Weiss and Steff Woell. Families can come to this event to test drive a car and a monetary donation is given by Ford for each test drive. The total process to sign up, drive, etc. is a half hour.
- Winter sports award night to be held on March 9.
- 8th grade feeder team approached PHS about advertising their dine and share on the marquee but declined because it opens the door to too many other requests. It is also a conflict of interest as we have our own dine and share programs.
- Gary Steiger will assist in explaining why the American flag is at half staff, but most of the time it is in honor of an Illinois fallen soldier or it is at half staff based on government and president orders.
- Booster meetings generally run one hour in length. Alissa has implemented a concept called “the second hour”. After our meeting is adjourned, committees can meet/work independently. When our regular meeting adjourns, please be mindful of this second hour concept and be as quiet as possible, to help set those working committees up for success.

7. **Old Business**

- Freshman Gift Committee will be meeting to pick a stylus for the incoming freshman gift.
- Kissane fundraiser is just about complete. Thank you to all.

PHS Pirate Booster Meeting Schedule: (7:00 p.m. in Principal's Conference Room)

February 10, 2015

April 7, 2015

March 10 2015

May 12, 2015

June 9, 2015

Alissa adjourned the meeting at 7:42 p.m.

Chris Daly

PHS Booster Secretary