

Meeting was called to order by President Calvin Yee at 6:05 pm Present: 11 persons Welcome and introduction of all present. Approval of minutes from 10/13/09 with corrections.

Principal Cheryl Foster and President Calvin Yee expressed their appreciation for the enthusiasm of the PTSA at the Back to School Night and the Welcome reception for new families. Our team efforts are off to a great start. XXX was instrumental in communications by reaching all the new families with distribution and collection of donations from various families. There were ample food/beverages and a very successful event. The PTSA rallied for new members, more involvement and participation from all.

Treasurer's Report: We raised \$X in donations from checks and cash from the welcome reception. We added 25 new PTSA members from the Welcome reception with about 55 names total.

Enrollment Fair had representatives from the Blue & White club, Spanish and Chinese translations available.

We will do the Membership Contest. We need to come up with a flyer to send to home with the PTSA envelope. We will all work on a mission statement and email it in to decide which one we should use on why families should join the PTSA.

Student Government should be part of the PTSA (Parents, Teachers, Students, Association) they should take turns from all of the Student Body and Class Officers should take turns and represent their side and be involved. It would help the PTSA to know what we need to do to assist the school better. This will help forge a bond between all; better communication.

Website update: Student President is not in charge. We have some students who have offered to assist. Currently there is no access to change it so nothing can be done. It would be best to just start fresh and make a new one. Cheryl Heinan will do it. They like the format of Brett Hart School's website. This is a big job and would take maybe up to three months to do.

Communication: Parents volunteered as Spanish translators for auto dialer. Students can help with other languages.

Last week's auto dialer went well. (Needs to be done Friday before and the day before) Make a script and have it translated in time so families can plan ahead. Memos should be done by email, school loop & auto-dialer. The group wants it to be done 2 times...Thursday before and Monday or Tuesday.

Ms. Foster will be in charge of school loop/email and Mr. Atchison will be in charge of the phone/auto-dialer.

All events should have a PTSA table and sign in sheets. Tell them what, where, when, why and how the PTSA is all about and importance of their involvement. A new flyer will be created and will be a joint effort on the final draft. It will be attached to the PTSA membership envelope in different languages (and again mini survey if they would be interested in volunteering and or donating any extra money).

12/3/09 Project CCSF Grant Purpose is to talk about the college process. (Parent to parent outreach; doing home visits; neutral spot to get word out). Parents who do outreach will get a stipend or possibly gift card. (Must recruit parents and the process keeps evolving) This has been done at Mission, Burton, and Lincoln High School. To help advertise this, you can send in an official translation request. Must be done ASAP then auto dialer out in other languages as needed prior to event.

Teacher's Appreciation- plans of the teacher appreciation for 60 people.

Things to follow up on:

1. One sentence of mission sentence.
2. Make a school loop group to open conversation. Get help from Ms. Cheryl Foster to help the flow of communications.
3. Contact Sheet with chairpersons, PTSA Board, student government moderators.

Seniors are the ones that need to be doing all the fundraising. Mr. Sturgis Senior Moderator Ms. Bylwiss is the Moderator for the freshmen's, sophomores, and juniors.

Upcoming Events:

11/17/09 Tools for Success-Family Literacy Night 5:30-7:30pm

11/25-11/29 Thanksgiving Recess

12/3/09 College Access-hosted by CCSF 5:30-7:30pm

12/8/09 - SSC 4:30p PTSA 6pm

12/16/09 - Teacher/Staff Appreciation Luncheon Meeting adjourned at 8:10pm by President Calvin Yee.