**Friends of Porter Ranch Community School Booster**

**Meeting Minutes**

**April 17, 2020**

**In Attendance:**

* + - Christine Soderlund – President/Director
    - Evan Press – Vice President/Director
    - Ann Yoshizuru – Treasurer/Director
    - Kelly Markgraf – Secretary/Director
    - Alice Lee – Director
    - Kristi Matassa – Director
    - Arezo Abedi – Director
    - Therese Annes – Director
    - Khandha Packirisamy – Director (late arrival)
      1. **Call to Order:**
* Christine called to order on 3:01 pm on April 17, 2020 via Zoom meeting
* Confirmation of quorum reached
* Motion to approve January and February minutes by Therese, Arezo seconds, unanimous approval, no abstentions.
  + - 1. **President’s Report**
  + No March meeting minutes since we were not able to meet in March due to school closure
  + Discussion regarding need for board members for the 2020-2021 school year. Some outreach with potential new board members has occurred and is on-going. Please let Christine and Evan know if any parents express interest in joining the board.
    - 1. **Principal Report – Mr. Saunders**
* School opening updates – Last update from Mr. Buetner was that the rest of the year will be at-home learning. No information about school re-opening has been shared.
* Administration has been working to ensure that students has the necessary technology to be able to complete assignments and connect with teachers
* Using LMS (learning management systems), Schoology and Google classroom to communicate assignments and facilitate submission of assignments
* Teachers are required to have 2 hours per week of direct instruction, could be Zoom or recorded instruction
* Three Coffee with the Principal sessions are going to be scheduled for the next month
* Feedback discussion around assignments, office hours, and turnaround time from assignment and due dates (to be sure students have enough time to complete)
* Playground Update: Being installed and pictures will be shared at Coffee with the Principal sessions
* Security Update: Reports of other schools being vandalized and issues occurring at other campuses and we’re not having any of those types of issues. Mr. Saunders has been speaking to some companies about security systems, like buzz-in doors, creating personal name badges for each visitor as they arrive (scan ID as they enter campus and has to be displayed), Discussion around getting quotes for security systems from private companies. Will need to coordinate access to campus with Mr. Saunders and Anthony.
* Orchestra: Began conversation with Larry Newman from Actor’s School to find out what it would take to bring his company in to provide an orchestra elective. A school teacher would have to be involved and Mr. Newman would only be there 2 days, so they would have to determine what to do the remaining 3 days. We could bring in a music teacher to do chorus on the other days, but the kids need to be invested/interested to be successful.
  + - 1. **Treasurer Report**
* Ann has updated for golf tournament working under the assumption Safer at Home orders will restrict our ability to host it this school year.
* Need to check with Ashlee on GIFT expenses
* Most expenses have halted due to school closure, but some have continued.
  + - 1. **Learning Academy Updates**
* Ms. Amighi:
* MS Laptops: Thank you to the booster team for getting the laptops distributed – it’s made things so much easier with the remote learning
* Budget for next year: Will get information and feedback from MS teachers in order to develop the 2020-2021 budget
  + - 1. **Committee Reports**
* MS Laptops: Can consider getting bar codes and scanner for future tracking. Need to get rganized around warranty (logistics, reporting, etc).
* **Golf Tournament:** Being postponed pending Safer at Home restriction lifts.

**Corporate Sponsorship:** Alice has coordinated with Ann to get sponsors refunded.

1. **Next Board Meeting of 2019-20**

* Next booster meeting is Friday, May 15th

1. **Adjourned 4:00 pm**