

**PORTOLA HIGHLY GIFTED MAGNET  
Magnet Parents Association  
Board Meeting  
Wednesday August 30, 2017, 6 pm  
Portola Middle School library**

**MINUTES**

**PRESENT:** Allison Ceppi, Uzma Nagra, Llyswen Franks, Crystal Kaza, Ali Ghasemi, Steve Wagner, Mrs. Perry

**1. CALL TO ORDER/OPENING REMARKS**

- At 6pm Board President Alison Ceppi called the meeting to order
- Allison Ceppi introduced and welcomed the board members.

**2. APPROVAL OF THE AGENDA**

**Motion:** to approve the agenda as circulated

**Motion By:** Allison Ceppi

**Seconded By:** Crystal Kaza

**Action:** All present voted in favor of approval

**3. APPROVAL OF THE LAST MEETING MINUTES**

**Motion:** to approve the last meeting minutes

**Motion By:** Uzma Nagra

**Seconded By:** Allison Ceppi

**Action:** All present voted in favor of approval

**4. ITEM # 1 DISCUSSED**

- Board discussed the proposed schedule of MPA board meetings of 2017-18.
- Board unanimously agreed to have the meetings on September 25, October 23, November 13, December 11 in 2017 and January 22, February 26, March 19, April 23, and May 21, 2018.

**5. ITEM #2 DISCUSSED**

- Treasurer Crystal Kaza presented budget report and fundraising updates for the year 2017-18.
- According to Treasurer Crystal Kaza's budget report, last year's expenses were \$43,370.94 and proposed budget for 2017-18 is \$52,575.00.
- Donations up till today are \$12,850.00.

- Treasurer also suggested to encourage the donations in the form of checks to avoid the service charges for other methods of payments (such as fees charged by PayPal).

#### **6. ITEM #3 DISCUSSED**

- Board agreed that EVERY GRADE LEVEL will have Two field trips in one academic year.
- These trips will be funded by the MPA.
- Overnight field trips will be OPTIONAL and organized by MPA but NOT funded. Parents will be directly responsible for all the expenses for these trips.
- Board announced that overnight field trips will be in November on Veteran's day weekend. The 6<sup>th</sup> grade will go to CIMI, 7<sup>th</sup> grade will go to Astrocamp and the 8<sup>th</sup> grade will go to WOLF camp on November 10-12, 2017.

#### **7. ITEM# 4 DISCUSSED**

- Board reviewed the implementation of technology in the classrooms.
- Mrs. Perry explained that the approximate cost to provide the Chromebooks for every student in Highly Gifted Program will be \$100,000.
- Board also reviewed the option to implement the technology in multi steps. It was suggested by Mrs. Perry that it can be started by purchasing 70 Chromebooks.

#### **8. ITEM#5 DISCUSSED**

- Treasurer Crystal Kaza requested to review the suggested expenses for EACH department of the program for a balanced allocation of funds to each department.
- Mrs. Perry explained that due to changes in Math Pathway, now program has more math teachers, so new allocation of class funds should be adjusted accordingly.
- Board agreed that new suggested funds for each department should be based on their needs.

#### **9. ITEM #6 DISCUSSED**

- Board unanimously approved that MPA will pay for the supplemental resources (books like Wordly Wise, novels etc.). Parents should not be asked for money to buy these books.
- Board requested to share the needs with the board ahead of time, so that the board can review and approve to buy these resources for students.

#### **10. ITEM#7 DISCUSSED**

- Board approved Allison Ceppi as Agent for service of process for Statement of Information.

### **Adjournment**

Allison Ceppi adjourned the meeting at 7 pm.