



School Advisory Board The Met Sacramento High School Minutes

Wednesday, January 9, 2013• 6pm - 7:30pm
Room 5, 810 V Street, Sacramento, CA 95818

Directors Present: Pam Patterson, Rich Bennett, Allen Young, Austin Mills, Zara Greer, Xico Gonzalez, Michael Minnick, Desiree Mann, Amelia Rangel

Absent: Mali Currington, Vince Wolfe, Vicky Lemus, Sophia Harris, Shyanne Fair, David Berg

Guests: Alma Ibarra, Merrold Young, Paul Trudeau

- Quorum established (>51% of Directors)
- President moved Approval of Minutes until additional members arrived
- Unfinished Business and General Orders
 - President's Report:
 - The Met is in transition year as we create new processes for finances, fundraising, etc. - Please communicate friendly, freely and frequently.
 - SAB documents filed with the Secretary of State identifying the new Board
 - PayPal account set up for collecting online donations. Credit card reader acquired to collect donations through school owned iPad
 - Working on better utilizing the ConnectEd system for calls to students and parents
 - Total donations for school this year: 15 donations = \$1338.00
 - We need to increase donations from families. As we apply for grant funding elsewhere, we need to have had success in other fundraising to report to potential funders
 - Principal is discussing options with a professional grant writer
 - Treasurer's Report
 - New Policies & Procedures implemented – running smoothly. No changes needed
 - Since December meeting – Paid bills discussed at previous meeting
 - Advisory fundraising info updated in spreadsheet
 - Current Bills Due: Totaling \$9467.11 (See current "[Bills Due](#)" Sheet for detailed breakdown)
 - Total Funds available: Approx. \$900.00
 - Allen: Items that *must* occurring during each school year
 - Mentor Lunch
 - Graduation



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- Yearbooks
- Prom
- Black History Month
- Cinco de Mayo

- Currently, SAB funds are not available to cover these expenses.

MOTION: Move \$600 fundraised by Talia from general fund into Xico's Advisory Fund for Talia's project. (Moved by Michael, Seconded by Xico, unanimously approved)

- Principal's Report
 - Last year The Met had 44 students transfer out
 - 20-50 potential students on the waitlist to fill open spots if students leave
 - School should have 308 students. Currently have 318.
 - Allen working with Superintendent Raymond to replicate The Met model in other locations
 - Our charter is to serve 1500 students
 - 80-90% of seniors are getting into post-secondary educational institutions
 - Looking at addressing need to increase test scores
 - Addressing faculty skipping for future years. Important to have consistency of faculty
 - Met 1 year anniversary in improved facilities
 - School Safety Plan – Unable to get the document for SAB for this meeting. Priority is keeping students safe, part of our model includes having community members on campus often. Staff ensures they know who is coming and going.
- Committee Reports
- Policies & Procedures: Michael
 - Waiting approval of fundraising policies to add to financial policies. We convene a meeting with committee to look at bylaws and potential gaps in procedure documents
- Fundraising: Zara & Desiree
 - New Policies & Procedures created with student leadership (see handout)
 - Discussion with guest parent re: how students will know what happens to funds they raise. New financial collection policy explained



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- Car wash fundraiser for mentor lunch March 9, 10am-1 pm at The Limelight on Alhambra Blvd.
- Fundraising ideas:
 - Rummage Sale
 - Potentially on a Sunday to utilize Farmer's Market customers
 - T-Shirts, sweatshirts sale
 - Pub Crawl, Bar Restaurant fundraisers for parents/community
 - Phone calls from students soliciting donations from families (Leadership students from each Advisory)

California Charter Schools Association: Michael

- Provided info on potential membership in CCSA for additional support. Due to
- finances, this item tabled until resources available

Grant Writing Consultant: Allen

- Met with grantwriter to address need for funding. Consultant's fee is a percentage of grant awards. Some discussion of other options. Allen will continue talking to consultant to look at potential funding. Since there would be no upfront cost and no fee due unless the grant is awarded, there is no downside to pursuing.

Directors & Operators Insurance: Rich

- Cost estimate \$100 per director per school year. SAB unable to afford at this time
- Some concerns raised regarding Board members' fiduciary responsibility without insurance

Former Treasurer Issues:

- No response from letters re: missing funds
- Volunteer Attorney offered options
- Option: Sue in small claims court
 - \$50 to file
 - Must serve papers personally (volunteer attorney offered to serve)
 - If judgment awarded, fee to have it enforced. Judgement is good for 10 years.
- Option Pursue criminal complaint



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- Concerns raised by Met staff if we pursue legal action because the person is a current parent, could be a problem for that student
- Concerns raised about *not* pursuing legal action setting a bad example for the students
- Do not know what the outcome of legal action would be.
- Michael requested the item be moved to next month's agenda so SAB members have time to think about options
 - Consider that would be beneficial to show future grantors/donors that we pursued the diversion of funds to the extent we were able.

Nonprofit Resource Center Membership

- \$110 per year. May not be priority with limited funds
- Michael offered to contact NPRC Director to see if we can receive some support without joining

Site Technology Committee

- The Met needs to have a Technology Committee to address tech purchases
- Should replace 1/5 of tech each year

MOTION: To form Site Technology Committee comprised of Rich and David. (Moved by Rich, second by Desiree, approved unanimously)

Public Comment:

Allen thanked Rich for moving quickly to resolve past SAB issues

Adjourn

Items for February agenda:

Potential Legal Action re: Previous Treasurer
Approval of Fundraising Policies & Procedures.



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