

***DRAFT***  
***Leigh High School***  
***Performing Arts Parents Association***

Minutes of Membership Monthly Meeting

Meeting Date: Monday October 15, 2018

Called to Order: 7:00 pm

Attendees: approx. 25

Conducted By: Stacey Taylor, President

Minutes: Kristine Grim, Secretary

**AGENDA**

Minutes (Aug./Sept.)

Rummage Sale Recap

Heathers Recap

Upcoming Events

Upcoming Fundraising

Treasurer Report

Photo/Video Sharing

HSC Report

Area Reports

**MINUTES**

Review of Aug & Sept. minutes for approval.

Amy Sells motioned to accept Aug. and Sept. minutes, Joe Mayer 2<sup>nd</sup>. Approved as published in DRAFT format.

**LOGO**

This was voted in at Sept. meeting.

Now we must decide how to use it for branding.

## PAPA Logo

Options



## RUMMAGE SALE RECAP

Another REALLY great year!

\$13,540.00 total on the day.

Over 200 students and volunteers participating across ALL the performing arts areas.

Post-mortem highlights:

- Learned table limitations and availability

- Cleanup is always an issue.

- We earned more money from Savers without having “fill a bag” at the end.

- Remember to spread the word about “free books” after the rummage sale.

- Connect with local public libraries to pick up free books.

- Leigh HS library is actually downsizing the library.

## Rummage Sale Recap

Another great year

Net Income = \$13,540!!!!

Nearly 200 student and adult volunteers to make it happen



## SUMMER MUSICAL RECAP

Student summer musical was a smash!

“Heathers” = \$16,872 in net profits

Tickets = \$16,906

Concessions = \$1,115

Probably looking at \$11,000 after rights (purchased last year) etc.

Great opportunity and positive about student leadership for next year. They are already thinking about next summer.

Getting a fun, relevant title is definitely important.

(Mr. Di Lorenzo)

### Heathers

It was a smash!

Net Income = \$16,872!!



Ticket Sales = \$16,906  
Concessions = \$1,115

## TREASURER REPORT

Classroom donations are low for music classes.

Choir \$150 (Concern)

Jazz \$300

Music \$1,3K (Probably colored by the trip to Carnegie.)

Instrument Rental \$1.3K

Might want to look at outreach for the classroom donations. Donations are earmarked for the class you specify.

Look into a Music Only communication.

Theater Arts donations = \$3.5K Looks very good, usually folded into the class packet and studio fee at the beginning of school

Wind Ensemble trip looks good.

Oct. 1 \$15,500 expectation, ACTUAL = \$14,000.  
Another \$15,000 in the next couple of weeks after reminder.  
Fundraiser coming up.

Marching Band is great.  
Only \$7,000 short on donations, down from \$20,000 a couple of weeks ago.  
Reminder probably had an impact and matching is helping.

Escrip and Amazon Smile is still low. Education communication to explain using the link and tying the mobile app in to the phone. Francine can work that up.

Angela notes we still have the \$25,000 special projects and the \$15,000 carryover.  
\$40,000 cushion in the bottom line.

Could become the seed money for our endowment we'd like to start.  
Discuss and vote at end of the year.  
PayPal is very popular.

PAPA Bank balance = \$157,573  
Gross income = \$259,136 carryover  
Expenses to date = \$172,276

## Treasurer Report

- ▶ Classroom Donations
  - ▶ Music \$3.2K (target \$9K w/matching)
    - ▶ Choir \$150
    - ▶ Jazz band \$300
    - ▶ Instrument Rental \$1.3K
    - ▶ Music Class \$1,3K
  - ▶ Theater Arts \$2.9K (target \$3,000)
  - ▶ Wind Ensemble Trip \$14K (\$15.5K 10/1 target )
- ▶ Marching Band
  - ▶ Family donations \$86K (only \$7K short)
    - ▶ Matching \$13K
  - ▶ Marching Income \$134K of \$146K budget
  - ▶ Expense are at \$107K of \$149K budget
- ▶ Theater Arts
  - ▶ Heathers = \$16K income on \$2.2K budget
  - ▶ Thespian donations = \$3.5K
  - ▶ Theater expense to date \$16.5K
- ▶ General Fundraiser Income to Date
  - ▶ [Escrip](#)/Amazon = \$966
  - ▶ Rummage Sale \$13.5K net income
- ▶ Bank account balance = \$157,573
  - ▶ Gross Income = \$259,136 (incl. Carryover)
  - ▶ Expenses to date = \$172,276

Figures as of October 14, 2018

## TREASURER STREAMLINED FORM

Using jotform.com

Tracking and clarifying purchases and reimbursements.

More next month when Gil returns.

## UPCOMING EVENTS

### THEATER

Behind Bars (Haunted House,) October 24-31

Ticket Sales soon

Trick or Treat so Kids Can Eat: Please add to the email blast.

Discount on tickets at the door

Collecting cans on Halloween

Donation bin outside concert and 3 placed on campus.

### MUSIC

10/23 = Fall Concert 1-Choir Jazz 1 & 2

10/25 = Fall Concert 2-Concert Band, Symphonic Band, Wind Ensemble  
Coord. With Rita for seat drop at music concert for Mattress Flyers etc.

Programs already made.

Tables for fundraising efforts in the back near the concessions. Reach out to  
Kristy for Guard, and Sees, and Mattress.

### WINTER GUARD & PERCUSSION AUDITIONS

Percussion 11/6, 5-9; 11/13, 5-9. It's more than just drums.

Guard 11/8, 5-9; 11/15, 5-9

### Upcoming Events

#### ▶ Theater

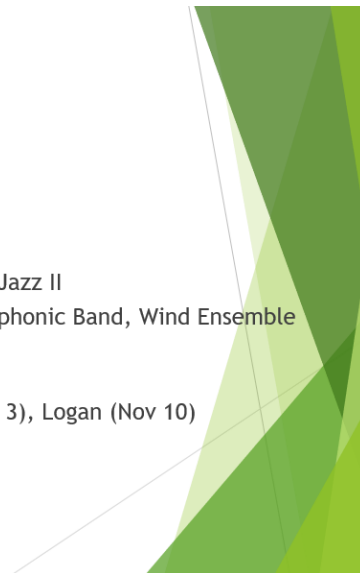
- ▶ Behind Bars (Haunted House), October 24-31
- ▶ Ticket sales start soon

#### ▶ Music

- ▶ **October 23** - Fall Concert I - Concert Choir, Jazz I, Jazz II
- ▶ **October 25** - Fall Concert Two - Concert Band, Symphonic Band, Wind Ensemble

#### ▶ Marching Arts

- ▶ MB Competitions: RCC (Oct 20), Independence (Nov 3), Logan (Nov 10)
- ▶ MB Friends and Family Show: November 7<sup>th</sup>
- ▶ MB Middle School Show: November 9<sup>th</sup>
- ▶ MB Football game: November 2<sup>nd</sup> (senior night)
- ▶ WP and WG auditions start in November



## **MR. CHRISTENSEN UPDATE**

There is a lot of excitement in the band and staff.  
MB is having a great season, 1<sup>st</sup> season with ALL Christensen students.  
Concerts on schedule to be terrific!  
Music Dept. is in a really good place.

## **FUNDRAISING**

### **MATTRESS FUNDRAISER**

10/27, 10-5

Spread the word: pass out flyers  
Put out yard signs  
Share #beds4leigh2018

Next Door: [http://nextdoor.com/news\\_feed/?post=93096098](http://nextdoor.com/news_feed/?post=93096098)

Facebook: [bit.ly/beds4leigh2018](http://bit.ly/beds4leigh2018)

### **SEES CANDY**

\$1,600 target  
10/22 forms available, forms due 11/15  
Distribution is week of November 26  
Online ordering being setup

Scott Di Lorenzo, theater director, suggested trying a Cheesecake Fundraiser. If he can find a parent lead we will try it in December.

### **GUARD GREENERY**

Order now through end of October  
Delivered after Thanksgiving  
Can be mailed  
Order directly or online.

### **FRONTIER SOUPS**

November 6, forms due November 30  
Distribution mid December  
Order directly from Percussion  
(Interested in getting online ordering set up)  
Contact Leslie Gammill: [lgammill@sbcglobal.net](mailto:lgammill@sbcglobal.net)

## CHEF NIGHT OUT & BAKE SALES

### Theater Arts

10/22, Chipotle on Camden  
10/10, Mooyah  
11/15, Panda Express  
11/17, Bake Sale @ Safeway 11-3

### Wind Ensemble

12/2, Armadillo Willy's  
12/9, Bake Sale @ Lunardi's

## CRAB FEED

Planning Meeting 10/24

Event: 2/2

Ticket Sales: first week of January

**Need help** for volunteer (Kid wrangling), set up, tear down,  
Attempting to collaborate with Foods classes as a learning experience.

Contact info: [papa\\_fundraising@leighpapa.org](mailto:papa_fundraising@leighpapa.org)

**NEED** to find SHADOWs for future events.

CORPORATE SPONSORS: we are still looking for matching and in-kind sponsors.

## PAPA SmugMug ACCOUNT INFO

(Harvard Sung)

We have secured 3 or so students to create our Marching Arts video and they need access to our media.

Photo storage and sharing site for the entire Performing Arts.

Uploading is a link with access to ONLY upload.

Photos and Videos can be housed on the site.

[Papa\\_photos@leighpapa.org](mailto:papa_photos@leighpapa.org) (papa\_photos@leighpapa.org)

It is a central repository for all performing arts media.

\$72.00 per year

Downloads are free, no requirement to buy photos or swag.

Compatible with multiple social media sharing sites.

Adding a link to the website where people will be directed to the upload.

People who care are adding their own watermark so that isn't a concern.

More to discuss after we move from the trial version.  
Students have signed photo releases for Leigh to use the images.

Current hierarchical logic (can be changed)

## PAPA Photos

### Fundraisers

#### Bake Sale

2015-16

2016-17

#### Chef's Night

### Spring Musical

#### Head Shots

#### Dress Rehearsal

#### Backstage

## Photo/Video Sharing

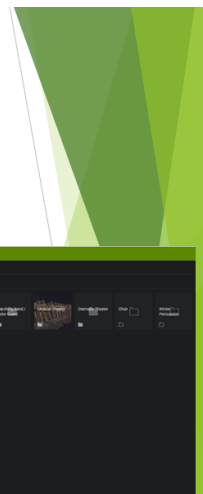
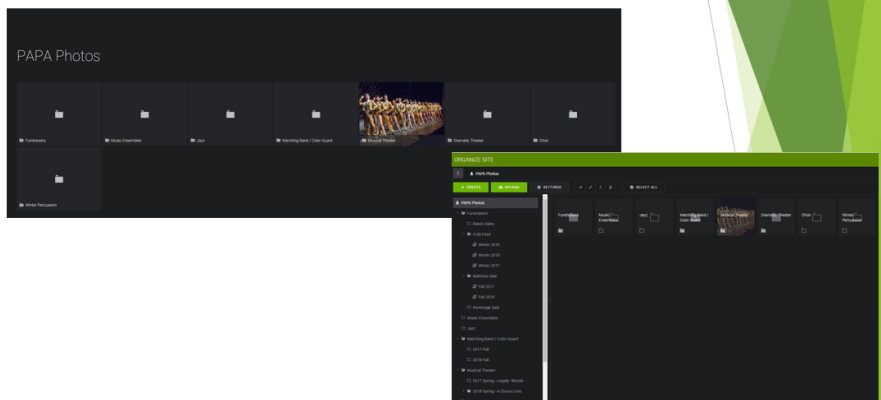
### PAPA Smugmug Account

- ▶ Central Repository For All PAPA Photos
- ▶ Smugmug.com is \$72 Per Year
  - ▶ Downloads Are Free. No Requirement To Buy Photos
  - ▶ Unlimited Storage
- ▶ Many sharing options
  - ▶ Share Entire Homepage, A Specific Gallery or A Specific Photo.
  - ▶ Photos Can Be Shared By Link, Facebook, Email, Google+, Twitter.
  - ▶ Visitors To Site Can Share From The Site Too.
- ▶ Extensive Privacy and Security Settings



## Photo/Video Sharing

### PAPA Smugmug Account





## HOME & School Club meeting

University of Texas contested our logo so Leigh retooled ours and we have a new one.

Career Expo @ Branham in March.

Coffee & Cookies w/Ms. G in College & Career Center.

CHSTA contract expired 8/31/18 and teachers are still in negotiations and working WITHOUT a contract.

## Home and School Club Meeting

Sean, what is going on at Leigh?

- ▶ Leigh's Longhorn logo was contested by the University of Texas so Leigh now has a new logo
- ▶ CUHSD Career Expo - March 21st 6-8pm - Hosted at Branham
- ▶ Coffee and Cookies with Mrs G - every Friday 12:45pm-2:15pm
- ▶ 2 upcoming SAT prep classes with Future Path Prep are full!!!!
- ▶ AP World History - Around 92% of this year's juniors passed the AP World History exam last year. (The national average was 56%).
- ▶ The CHSTA teacher contract expired on August 31st and teachers have been working without a contract for 17 days (as of 9/17/19).



## REMINDER: COMMUNICATION CHANGES

Calendar is a schedule of emails, Content is required from Area Leads by deadline for inclusion in the communication.

Papa\_communications2@leighpapa.org = Kara's newsletter

Papa\_communications3@leighpapa.org = the communication calendar, email will alert Rita.

## Reminder: Communication Changes

### Event/Activity Leads Responsible for Communications

- ▶ Newsletter
  - ▶ Communication Calendar is posted to Google Docs (we'll share link)
  - ▶ Provide [Papa\\_communications@leighpapa.org](mailto:papa_communications@leighpapa.org) draft copy and images 3 to 5 days before newsletter date
    - ▶ Use shared document (we'll share link)
- ▶ Social Media
  - ▶ Posts for PAPA accounts should be sent to [NancyAnn Williamson](#)
  - ▶ Posts for Marching Arts accounts should be sent to Adrian Liu
- ▶ Kara's Weekly Bulletin
  - ▶ Send [papa\\_communications2@leighpapa.org](mailto:papa_communications2@leighpapa.org) copy (nicely formatted) by Tuesday 6pm each week

## Reminder: Communication Changes(cont.)

### Event/Activity Leads Responsible for Calendar

- ▶ Process for calendar ADD/CHANGE requests
  - ▶ Each liaison will enter their calendar request into a google sheet
    - ▶ [https://docs.google.com/spreadsheets/d/1kCGuLEVpYd780hNEogb8fHHmDFJ4xYWPOM-pZwayF8/edit?usp=sharing\\_eil&ts=5b6b72e3](https://docs.google.com/spreadsheets/d/1kCGuLEVpYd780hNEogb8fHHmDFJ4xYWPOM-pZwayF8/edit?usp=sharing_eil&ts=5b6b72e3)
  - ▶ Rita Jaworski will update the PAPA Calendar
  - ▶ PAPA Communications (Sonya Neal) will update the Ensemble Schedule on Website
  - ▶ Progress can be tracked on spreadsheet at anytime

NOTE: Once the entry has been made on the spreadsheet an email will be automatically sent to [papa\\_communications3@leighpapa.org](mailto:papa_communications3@leighpapa.org) (Rita Jaworski)

## TEAM LEAD UPDATES

No urgent updates.

Next mtg. Tues. November 13<sup>th</sup>, due to Veteran's Day holiday on Monday, 11/12.  
Adjourned: 8:07