Tuesday, September 10, 2024

BSHS Academic Foundation Meeting

1. Welcome and Call to order 6:30pm in Principal’s Conference Room.

2. Approval of the previous minutes, and agenda for current meeting.

3. Introduction of Board and explanation of BAF:

 -Present board members: Mr. Snyder (Chair), Ariel, Jennifer, Damaris, Tony

 -BAF: Focuses on grants and scholarships to support academics for the students and

 teacher support. Fundraising to achieve goals. Community support and engagement

 such as with Incredibulls.

 -General Attendance: Nina F.

4. New Business:

 a. Treasurer Report- Jennifer

 -Provided spreadsheets with details for additional review.

 -Detailed deposits from shirt and banner sales.

 -Delineated withdrawals including expenses for magnets, Wix, Square,

 Teacher lunch, shirt printing, banner printing.

 -Shared savings information.

 -Pending expense of insurance $405 explained coverage details.

 -Appreciate donation from the Dean family of $41-42 to fund

 issue with Square regarding shirts.

 -Noted use of Square for bookkeeping adds extra layers and complexities.

 b. Tech Update- Tony

 -Referred to list of banners and reviewed those in red are expired banners.

 Noted others with pending artwork.

  **\*Plans to email Damaris with the names of the banner owners for additional**

 **follow up to facilitate completion.**

 -Provided spreadsheets detailing data regarding the new website

 for additional review. 265 unique visitors in 90 days with highest traffic

 in August after open house. Manner of access to website, and engagement

 patterns were also shared to help improve the website.

 c. Banner Update- Damaris

 -Provided list of banners and renewal schedule.

 -Noted new banner from Hamilton Creek Photography.

 -Coordinated with IT for needed updates.

 -Coordinated with Mr. Synder for received banners.

 -Coordinated with Treasurer for deposits, and payment to Flair for printing.

 -Add additional 2-3 weeks for banners not paid/missing artwork etc,

 but not for those that are expired with no renewal plan.

 -*Request for discount on banners on behalf of teachers/non-profits*

 *organizations brought forward and tabled until October.*

 d. Review of Grant Requests/Vote- Mr. Snyder

 \***Mr. Snyder plans to turn the request ditto into a computerized form.**

 i. Ceramics Program:

 -Recently revamped room with clay trap and potter’s wheels.

 -Requesting: —30 sets of basic clay kits ($300) /Approved

—Intricate glazes for experimentation for ($194.00) /Approved but need itemized list and receipts.

 —Mop and bucket set - Disapproved, but if not able to obtain

 from housekeeping, bring request back to BAF especially

 as for safety needs.

 **\*Mr. Snyder to ask for Itemized needs and receipts from purchases prior to**

 **funds dispersed, or purchases made by BAF directly.**

 ii. Art:

 -Art students create portraits for disadvantaged global children

 of the “The Memory Project”.

 -31 participants x $15= $465 requested as check to “The Memory Project”.

 -Disapproved, recommend shifting cost towards items with tangible receipts

 such as supplies for the creation of art, or services like shipping of the art, etc.

 iii. Orchestra:

 -Request for Risers, $9K/ Disapproved, insufficient funds.

 -Request for printer/ Disapproved, school printer recommended.

 -ESE instruments, Appreciate detailed itemized report

 with QR codes/Approved for $400.

 **\*Mr. Snyder to assist with clarification of bucket drum number.**

 e. Stickers for Banners and Disbursement- Ariel

 -Stickers made to attach to banners and for handing out

 during conference nights and table fairs.

 -Print within banner in future if possible.

 f. Magnet and letter of thanks for business sponsors-Tabled October

 -Created magnet and purchased.

 g. Red Letter 24 Recap-

 -Dr. Martinez recommends PTSA collaboration.

 -BAF has remaining donated red envelopes from last year

 to share towards the cause for this year.

 h. Silent Auction

 -Emailing form with link for auction

 i. Project Plan-

 —Nov 3- Nov 13 date set.

 —Post photos to increase purchase bids.

 —Secure online auction platform.

 —Add to website/shop?

 ii. Items-**All people to assist with reaching out to businesses,**

 **collecting and photographing items.**

 -Current list of items provided.

 iii. Donor Letter-**Ariel and Jennifer collaborated on letter details.**

 iv. Save the Date/ Donation Request- **Ariel to update to Nov 3-13 dates**

5. Open Floor:

 a. Movement to approve payment of Insurance, approved for $405

6. Next Meeting: October 8th at JF Kicks 6:30pm.

—Agenda to include tabled items: Magnet and letter of thanks, Silent Auction, Banner discount request for teachers/non-profits,

 —See bolded areas above for assignments.

7. Dismissed 8:15pm