Benson Polytechnic High School Alumni Association
Board of Directors Meeting – Official Minutes - Draft

Date: Mar 12, 2018
Starting Time: 5:37 pm
Ending Time: 7:40 pm
Benson Tech library

ATTENDEES:
Ken Bakke (KB), Rachael Kurynny (RK), Roger Edwards (RE), Josh Piper (JP), Brent Dahl (BD), Mike Landstrom (ML), Rob Johns (RJ), Dale Bajema (DB), Max Baker (MB)
Guests: Kevin Clark (KC), Dick Spies (DS)

NEW BUSINESS
- Remarks: DB
    - Today we're talking a little about the future
    - Building probably won't be done until 2023
    - The reality is that many students will come through Benson Tech during the construction.
    - Applications may drop, students may drop, staff may leave.
    - Pre ordering equipment, raising donations through alumni association and Foundation
    - Changes in staff because of changes in curriculum, new majors, evolution of majors, etc.
    - Site council is starting to put together a plan this spring, and we need to think how we may provide input into that.
    - Discussion occurred around who has input into the building plan because of teacher complaints about classrooms and gym at Roosevelt.
        - RJ: They don't know what the reality of 'swing space' means. We've floated the idea of examining cost savings of holding some classes off site.
        - Note: there may be an effort to take money from Benson Tech to use at other schools – to reduce Benson's enrollment to shore up local schools. We need to be aware of this and make sure that they understand that the voters approved the bond based on the information available then. We need to continue to build allies.
        - The new super and deputy super have had a tour of the school.
- Minutes – MB
    - Minutes sent last week.
    - RJ moved we accept the corrected minutes. DS seconded. Motion passed.
    - She'll send out final minutes on Friday.
- Treasurer's Report - ML
    - $5824.29
    - Janitorial CUB statements never got to us, so we need to pay those. $1339.00 – two picnics and reuninon.

- o Partnership appreciation check $100 is still outstanding.
- o PayPal transfer $534.78 was included in the total. $256 was cash from picnic, the remainder was dues.
- o April payment due in May for the golf deposit.
- Membership – JP
  - o 56 paid members
- Membership committee – RK
  - o BT and Jerome and she met.
  - o Single page form for membership will be available
  - o Class of 78 will have a table at Tech Show, drumming up interest in their reunion. She will see if they will encourage people to join.
  - o Update/streamline the tri-fold has been done. Bob is having them printed.
  - o DB was talking about his wife's high school reunions – they have them in 10 year blocks. Maybe we could encourage groups of classes to have reunions.
- Tech Show – RK
  - o She sent out the most recent iteration of the tech prep documents. (below)
  - o Timeline on the back wall was added.
  - o Tammy needs help selling the yearbooks – would like one person for each shift on both days. Doesn't feel comfortable to have only the kids there. Any volunteers? Max fri 6-7:30, mike fri 7:30-9pm.
  - o Hanging posters the same as last year.
  - o Golf info at the front table with RJ.
  - o Please look through the document (below) and see if anything is missing or overlooked.
  - o RK will be in the old gym at 4:30PM and will be there the entire time.
  - o Ted Wheeler has it on his calendar, other College folks, centered around the partnership event Thursday.
  - o Jen Sohm will present about modernization at 7:30PM both nights, about 15 minutes.
- Acquisition of Tents for BPHSAA and Benson Tech activities – RJ
  - o Curtis might be able to fund 2 tents, we could fund 2.
  - o RJ passed out information on Elmer's flag and banner:
    - ▪ 10x10 is $1150
    - ▪ 10x15 is $1575 – think this might be too heavy/cumbersome.
    - ▪ Curtis can use these when we are not using them – they will store them at the school.
    - ▪ Talked about newsletter, gofundme.
    - ▪ RJ moves that we establish a gofundme for this specific tent project. ML seconded. Motion passes. Will ask for $2500.
    - ▪ MB moved that we spend $1150 for a tent as presented by the flyer from RJ, purchased from Elmer's Flag and Banner. RK seconded. Motion passed.
    - ▪ DB will talk to Curtis about whether he can fund one.
- Student Body liaison – MB
  - o No activity yet.

- Benson Tech's formal partners/supporters recognition event
- Summer meetings
  - MB says we can use the Providence Office Park building 2 (POP2) for July and August meetings.
  - She will email details when we get closer to the July meeting.

New Business
- KC talked about the fraudulent fundraising issue that we had emailed about.
  - They've had problems in the past, but we might think about how we can help to~~by~~ publiciz~~eing~~ the existence of fraud impacting BPHS causes, and to assist BPHS~~if any~~ student leadership in ~~wants help with~~ publicizing legitimate BPHS student-driven causes. We~~They~~ could also help limit the need for fraud-susceptible door-to-door private residence solicitations by set~~ting-up~~ ~~up~~ securer donation collection sites through Benson-Tech-Foundation-supported electronic links and through Benson-alumni-owned businesses,~~es owned by Benson alumn~~ where donations could be accepted in person or through other types of transactions.
  - As discussed with BPHS administrators, faculty, staff, and students, fundraising through other mechanisms, such as scholastic program grants, will additionally decrease opportunities for fraud~~He's suggested them to fill out grant applications, if they create scholastic programming~~. We need to encourage this. Let's keep pressing lightly.
- Privacy Policy
  - JP: we do not share our email d~~ata~~base with anyone. We will accept some content from people – like the athletic ask or class reunion – and send the email out to our members.
  - Access to the list has been opened to the membership committee.
  - Should we have a non-disclosure agreement? Worse case scenario.
  - JP will create a non-disclosure agreement for board that has access to the DB, and bring it back to the board.
  - What if JP wins the lottery and has to step down, who is taking over.
  - The data is on Amazon's cloud. JP has a local backup at his house.
  - Same discussion about Treasurer's info.
  - JP will put something together to hand off for both Membership and Treasurer's. JP will think about other things – minutes, scholarship etc.
- Roger stepped out.
- Site Council – Multi-year plan – DB
  - Passed out worksheet that Site Council will be using to craft a plan. (see below)
    - Timeline of the construction, etc.
    - Equipment
    - New/different kinds of teachers
    - Further enrichment
    - Stakeholders
      - DS this can open up alternative locations, other business connections.

- - - Statistics
  - Discussion
    - DB: what we're stating is that lots of things need to happen during this construction period changes that will be made in curriculum, equipment, teachers etc. that will occur during this time-period because of advancements etc.
    - DS: innovative teaching techniques.
    - KC: education and industry always evolves. Old tech, emerging tech – the crossover needs to be identified. Old tech obviously loses general value over time, but may maintain some significance in esoteric or very small industry niches. For example, You may see fluid power has ceased to benot be a an individual BPHS major, but elements of fluid power education may be brought into the curricula of other majors to complement and fill specific CT-knowledge needs. Whereas, the emerging 3D printing industry is transitioning fromfor strictly prototype developments to scalable production, such as metal 3D printing in microautomotive factoriesetc. The educational value of any one technology will depend upon when we introduce it to or merge it with other technologies associated with BPHS curricula It's just a matter of when it's introduced over this period.
    - BD: what's the timeline to gel a plan?
    - DB: gathering ideas over the next few months – preliminary plan over the summer.
    - ML: can we talk to industry about what they want?
    - DB: it's hard to find someone who will take responsibility to make it happen. We would need someone to volunteer to find industry to work with.
    - KC: Wwe all have our wish lists, the alumni association's wishes may be different from those working in the school. Any technology we get into the classroom will sit not being used unless the people want to use it in the classroom.
    - ML: Electric cars – not only auto, but construction of charging stations, etc.
    - KC: Blended learning classes haven't been fully explored yet.
    - DS: we're designing the facility, but we haven't gotten what the class focuses are. The education and tools have to match the needs of the industries.
    - KC: There's a great nneed for statistical analysis – systematic assessments need to occur for short-term BPHS student performance and long-term BPHS graduate performance tracking, for industry-education synergy, etc. These are big issues for this high school – maybe not so much for others. We can employ those assessments to make strong valid BPHS-utility arguments with the district and to manage and forecast BPHS needs/wants. We should launch a cognitive computing partnership with IBM or other

entities for both BPHS and PPS needs. I've talked with Jay Keuter about such efforts and he was favorable to the idea, although he noted cost limitations. We can overcome cost limitations and, if the district doesn't want to initially join the effort, we can first do it locally at BPHS using industry, government, and other cyberinfrastructure resources and services.

- BD: did the schools that did their remodels go through this type of planning?
- DS: neighborhood schools are more similar – they know their programs. Benson Tech is so different, it's still in planning. The district has been giving the planners data about how to lay out CTE, but who is creating that data? We need to partner with them.
- KC: There was supposed to be a MPC/PreDAG meeting in Jan or perhaps, the Feb. meeting was not firm.
- RJ: We should invite them to an alumni meeting.
- KC: Jean (Sohm) is really excited about designing new curriculaum around the new edspace. But she's been limited in what she can do. It may be there is less incentive to start designing, since we're at the end of the schedule.
- RK: Who is in charge of Benson Tech curriculum? Is there one person or many?
- DS: Historically there was someone in charge of a three school cluster, but I don't know if that's still the case.
- DB will ask Curtis. Jeannie is the CTE coordinator.
- RJ: we need a futurist. We need to be thinking 25 to 30 years down the road: Artificial Intelligence, etc.
- KC: I think sometimes people new in their offices don't want to seek outside knowledge. Outside knowledge can challenge the authority of those individuals to make decisions and to attain success. We've seen it in other districts across the country. There's a barrier between K-12 and higher ed for many years. Eminent futurists, technologists, etc. are often established in higher ed, as well as industry. Resentments arise when authorities from high ed begin to press their opinions on K-12 school systems. TTimes are changing and there is more coordination, but it's not where it should be.
- DS: For our April meeting, we not only invite Jen and someone from Bessetti, but Curtis and Super, and whomever is in charge of CTE. Give them the front part of the meeting. Jun updates with physical plan, and then we have a chance to question their visioning depth, etc. whether the research is deep enough.
- KC: There was A little discussion heard at the (Novermber 2017) planning committee meeting and it seemed to not get anywhere. A lot of the major influences from the district wereare there – we were told theywe're working on it but that theywe're are not ready

to present ~~the information and to have us circulate materials with industry, etc~~.

- BD: We have to be proactive, not reactive.
- DS: And say – we were told 1700 students and what are all these rumors that it's going to be reduced.
- RJ: Getting them to all come will be the hard part. Get them to give us a status.

  o Scholarship fund – on the plan:
  - Talked a while about doing a concentrated effort in fundraising for the scholarship fund.
  - The balance was $86,000
  - Let's see if we can reach $100,000
  - We give out between 3.4 to 4 grand a year – the interest.
  - With the changing of the mailing, we saw a 3 fold increase this past fall:
    - Change was to send out the scholarship plea as part of the newsletter in early November.
  - Current balance: $91,500
  - Part of great interest is the investment portfolio.
  - JP will continue the mailing rhythm but wants to focus on it more.
  - KC: I~~i~~s there any thought of award~~s~~ for ~~a~~ teacher~~s~~ for professional development? RK answered with information about the district funding professional development.
  - MB: idea about an award for a teacher – voted by seniors and/or recent grads. Discussion on this at a later meeting
  - KC: I~~i~~t's not just about what we do to improve student and/or teacher professional development ~~happens~~ here and now at BPHS~~:~~, it's also about how our efforts impact the future of the school and BPHS grads – their life goals and achievements~~where you go~~.
  - DB: contacting previous award winners and getting a statement from them.

  o DB: Let's think about other things that the association could do that would be on the plan. Should they make a more aggressive effort to collect memorabilia, work on special display cases? It would be a good medium term goal.
  o RK: admission standards might be good to have on there. Stakeholder issue? Enrollment numbers.

- Newsletter – DB
  o Draft back to DB tomorrow – will add photos. It will be ready by tech show.
- Colwood Cruise-In and Golf Tournament – RJ
  o We want to avoid golf as the lead. More people showed up for the cruise-in.
  o We haven't decided on the ad campaign we did last year.
  o Hoping to get the list of participants last year, and an alumni is talking to all the car clubs.

- o JP: do we want to set up Eventbrite for collecting fees before Tech Show?
    - RJ: yes, same format as last year.
- Next meeting April 9th at 5:30PM at Benson Tech.
- Picnic will be August 11th.
- RJ invited everyone to Cellar 55 wine tasting, he emailed everyone.

Respectfully Submitted,

Maj Britt (Max) Baker
Secretary
BPHS Alumni Association

2018 Tech Show Alumni Room (Old Gym) Layout

VI. Refreshments
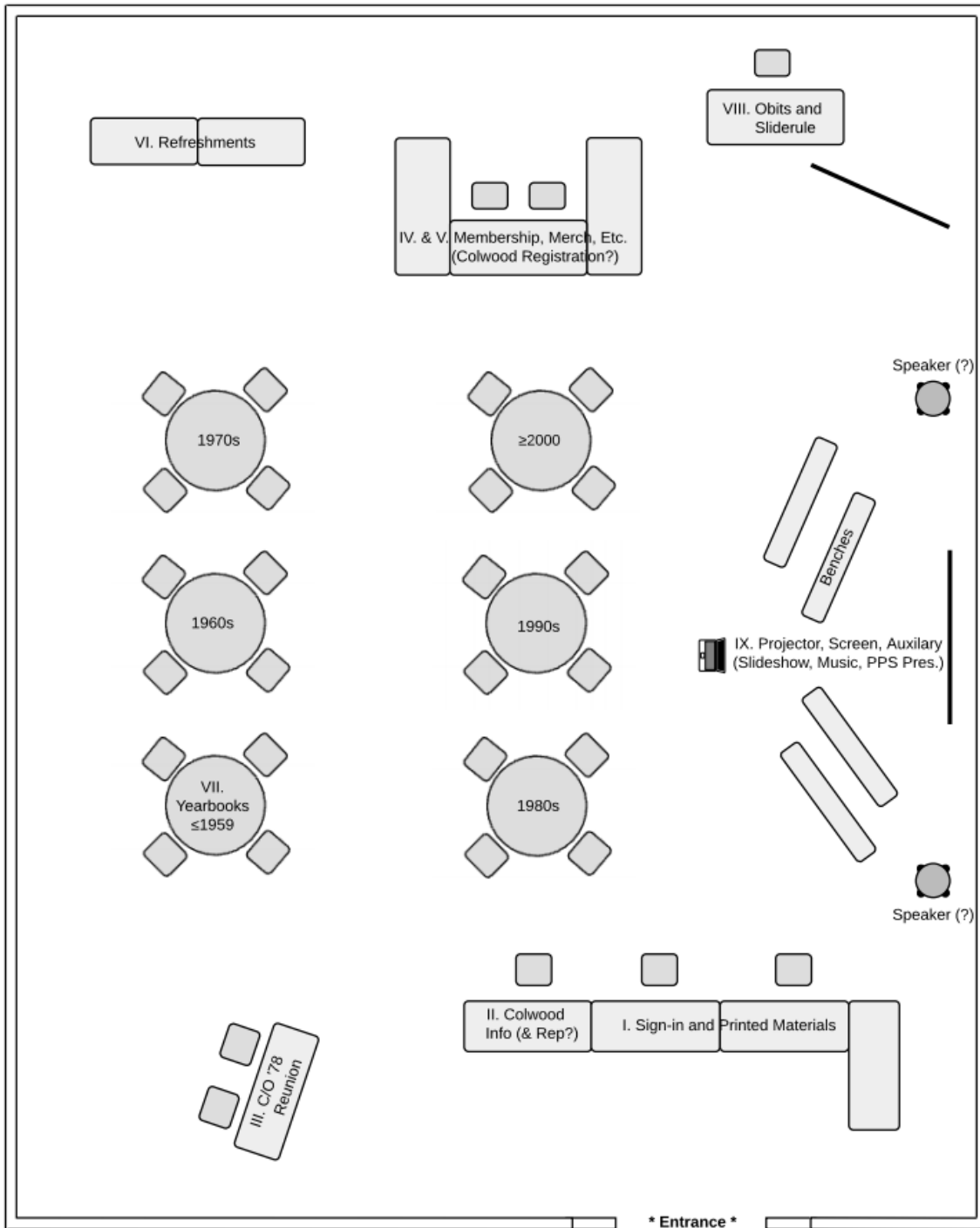
VIII. Obits and Sliderule

IV. & V. Membership, Merch, Etc. (Colwood Registration?)

Speaker (?)

1970s

≥2000

Benches

1960s

1990s

IX. Projector, Screen, Auxilary (Slideshow, Music, PPS Pres.)

VII. Yearbooks ≤1959

1980s

Speaker (?)

II. Colwood Info (& Rep?)

I. Sign-in and Printed Materials

III. C/O '78 Reunion

* Entrance *

2018 Tech Show Prep (V4.0)

1. **General plan (who/what/where)**
    A. Front Hall: greeters directing alumni to old gym

    B. School-wide: signs directing alumni to old gym, advertising PPS Modernization presentation

    C. Old gym (see layout plan)
        I.   Check-in and printed materials at entrance
        II.   Colwood Info/registration
        III.   C/O 1978 reunion committee
        IV.   Membership and volunteer sign-up area
        V.   Merchandise
        VI.   Refreshments
        VII.   Yearbook tables
        VIII. Obits and slide rule
        IX.   Slideshow/presentation area

    D. Yearbook sales support outside Architecture Room C-139 (per request from Tammy Hite)

2. **Supplies and materials, incl. documents**
    A. Front Hall greeters (no supplies required)

    B. School-wide
        I. Signs to hang up around school directing alumni to old gym (RK)
        II. Signs to hang up around school re: PPS Modernization Presentation 7:30pm each night (Dale, RK)
        III. Frog Tape for hanging signs (storage; RK to bring extra)

    C. Old Gym
        I. Check-in area:
            a. Tables x3, chairs x2
            b. Sign-in sheets (Bob to bring multiple copies of each/for each decade)
            c. Pens for sign-in sheets (storage)
            d. Adhesive name tags (storage)
            e. Sharpies for name tags (storage)
            f. Tri-fold table toppers reminding people to sign-in (RK)
            g. Printed materials:
                i. Newsletter (Brent)
                ii. BPHSAA trifold (Bob → Mike)

        II. Colwood info/registration

a. Table x1 and chair
b. Info/fliers (Rob, Mike, Gerry)
c. Registration forms *?CC payment at membership table?* (Rob, Mike, Gerry)

III. C/O 1978 reunion committee (Bill Mallon, point person)
   a. Table, chairs x2
   b. Decorations to be supplied by c/o of '78

IV. Membership and volunteer sign-up area
   a. Tables x3, chairs x2 (includes tables for Merchandise, Benson Foundation)
   b. Printed single-page membership forms (RK → Mike?)
   c. Pens (storage)
   d. Ipad/card reader for CC payments (Josh)
   e. Printed materials:
      i. Newsletter (Brent)
      ii. BPHSAA trifold (Bob →Mike)
   f. 'Upcoming events' (Colwood, Community Picnic) fliers? (?Dale?)
   g. Volunteer sign-up sheet (Bob)

V. Merchandise, Benson Foundation
   a. Assorted merchandise (Josh)
   b. Cash box (storage)
   c. $100 in $5 bills for change (RK)
   d. Benson Foundation Trifold?
   e. Donation container, incl. sign (Dale)

VI. Refreshments
   a. Table x 2
   b. Coffee (Neal and Ken)
      i. coffee makers (storage)
      ii. coffee, creamer, sugar/substitute (Neal)
      iii. cups (Neal)
      iv. stir sticks (Neal)
      v. napkins (Neal)
   c. Punch (Neal and Ken)
      i. punch container (storage)
      ii. punch (Neal to purchase)
      iii. cups (Neal)
   d. Cake
      i. Costco cakes x 4 -- for alumni only (Max)
      ii. plastic cover for cake table (storage)
      iii. plates (Neal to restock)
      iv. forks (Neal)

VII. Yearbook tables
     a. Tables x 6, each with 3-4 chairs
     b. Yearbooks (RK confirmed that Tammy will oversee transport to/from old gym)
     c. Table decorations (storage)
     d. Tri-fold table signs with decade designations (storage)

VIII. Obits, slide rule and timeline (Roger)
     a. Table and chair
     b. Alumni contact book, obits, associated materials (Roger)
     c. Slide rule (Roger)
     d. Timeline (Roger)

IX. Slideshow/presentation area
     a. Speakers for music, modernization presentation (Bob to facilitate w/Nathan Swoverland)
     b. Mic and associated tech for presentation (Bob " ")
     c. Projector and associated tech (screen, cords, etc.) for slideshow (Bob " ")
     d. Ipod with Grand Reunion meet & greet playlist (Gerry)
     e. Benches x4 for watching slideshow, presentation
     f. Modified (addition of 2017 BPHSAA events) Grand Reunion flickr slideshow on memory
       stick and ipad (RK)

X. Etc. old gym supplies
     a. Banner (Rob to bring)
     b. String for hanging banner (storage)
     c. Frog tape (storage, RK to bring extra)

     D. Yearbook sales/cash management with Architecture Drafting students outside of C-139
     I. 1 BOD member per 90-min shift (to be assisted by Architecture/Drafting students)
     II. Tammy Hite to provide cash box, petty cash; alumni to oversee $$ management

2018 Tech Show Alumni Room Sign-up

Name	Thursday, March 15th			Friday, March 16th			Notes
	4:30 setup	6-7:30pm	7:30-9pm	6-7:30pm	7:30-9pm	cleanup	
Rachael	X	X	X	X	X	X	Old Gym
Bob	X	X	X	X	X	X	
Josh	X	X	X	X	X	X	Merch & Membership
Dale	X		X				In & out
Roger	X	X	X	X	X	X	Obits/Slid Rule
Rob	X	X	X	X	X	X	
Max	X	X	X	X	X	X	
Mike		X	X	X	X		
Jerome	X	X	X	X	X	X	
Kevin				X	X	?	
Brent	X	X	X	X	X	X	

Setup Duties:

*Hanging signage (directing alumni to old gym; announcing PPS Modernization Presentation)
*Check-in tables (pens, sign-in forms, decorations, printed materials)
*Cake (set up, prep food, supplies)
*Coffee and punch (set up, supplies)
*Yearbook tables (decorations, display yearbook according to year)
*Hang banner
*Slideshow and audio tech setup (Nathan, assisted by Bob)
*Slide rule, timeline, obituaries set-up (Roger)
*Merch and membership table set up (Josh)

Event Duties:

*Greeters at front of school directing alumni to old gym (x 1-2)
*Greeters at entrance to old gym and sign-in table (x 2)
*Refreshment table monitor (x1)
*Colwood registration table (x1-2)
*Obits/slide show/timeline (Roger)
*Membership, volunteer, foundation, and merchandise table (x 1-2 in addition to Josh)
Tammy Hite yearbook sales support outside of C-139 (1 BOD member per 90-min shift)