

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



Date: Feb 12, 2018
Starting Time: 4:33 pm
Ending Time: 7:35 pm
Benson Tech library

ATTENDEES:

Ken Bakke (KB), Mike Landstrom (ML), Jerome Martin III (JM), Brent Dahl (BD), Rachael Kuryunny (RK), Bob Trimble (BT), Dale Bajema (DB), Roger Edwards (RE), Max Baker (MB), Josh Piper (JP), Rob Johns (RJ)
Guest: Scott Archer, current Athletic Director; Kevin Clark (KC).

NEW BUSINESS

- Remarks: Scott Archer
 - Benchmarking and getting ideas lined up.
 - Interested in raising the bar on performance.
 - Looking to make the rebuilt gym more exciting colors
 - Will do a monthly podcast
 - Raising awareness of Benson through merch, perhaps tickets/merch packages.
 - Football:
 - 2 year deal to go to 5A: Pendleton, Hood River, Benson, Parkrose, Milwaukie, Forest Grove, Cleveland, Wilson, etc. 14 team league. Can still try and get non-league scheduling. This year it was cut off at 22% winning record.
 - Our coach position hasn't been posted yet.
 - He'll come back to give updates and share ideas in the spring.
- JP and RJ entered.
- Enrollment – DB and RJ
 - Met with Judy Brannon about lottery/applications (see handout image below).
 - They are not able to have pre-reqs to enter Benson.
 - Handout: applications by neighborhood school.
 - Example: Lincoln: 7 applicants. They all got in because Lincoln has more slots than that allotted.
 - Letters went out about 3-4 weeks ago. If you are still interested, you need to go through forecasting during Feb sessions. If you don't show up and haven't been excused, your lottery ticket expires and they go to the waitlist.
 - Madison had the most applicants. There's a lot of discussion in the community that there are too many kids from Madison at Benson and that's hurting Madison. There's a huge map of districts, there's a section

- where you can't go further north – there's an island there - the majority of kids in that area apply. Neighborhoods looking for success.
- KC – It might be good to present some actual statistical evidence and to develop metrics for better weighted 'equitable' process for assigning lottery slots.
 - Let's get some numbers together and start sitting down with board members.
 - Freshmen Forecasting – DB and RJ
 - RJ: First night was great. It was community members. RJ talked for about 2 minutes. Debra Porter has stepped up to try and revive the boosters. 14 parents signed up. There's really only one elective to choose at forecasting - they want them to come and sign up, make connections, see sports, etc.
 - Next night is this Thurs.
 - Debra has twin daughters at Benson that play sports, so she has a lot of parent connections already. She'll be calling the new parents this spring. Very promising.
 - Benson House – RJ
 - \$400,000 of the Benson house money was going to be taken by PPS (\$400,000 for the lot and \$220,000 for the house, \$620,000 was the sale). Paul Anthony has been our advocate for the wrongness of their assessment.
 - We are hopeful that PPS will do the right thing so that further actions will not be necessary.
 - Other random construction info – RJ:
 - School board meeting 2 weeks ago to recognize Jim Pyro, announce PGE donation, and his personal donation as well. Huge. Great publicity.
 - Machine Shop made a nameplate for Guadalupe Guererro.
 - Multnomah Co. will be building 4 homes this year by May. ADUs. 1000 people applied for them. 5 year pilot where a family is housed, then the ADU belongs to the property owner. \$75,000 built off site. Deck, stairs, fencing – looks like that will go to Benson Tech construction. ENHABIT non-profit out of the Energy Trust is the builder. Rich is retiring, Luke is taking it over. They are working on the contract.
 - Minutes
 - MB emailed the minutes last month after the meeting, received some feedback and sent out corrected minutes today.
 - ML moved to accept revised minutes, RK seconded. Motion passed.
 - Treasurer's Report - ML
 - \$60 deposit today, 3 members renewed.
 - 17 envelopes received as well (not tallied yet).
 - \$4654.51 total
 - Membership – JP
 - 48 current members

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- Last meeting we formed a membership committee.
 - RK sent out an email to her classmates and highlighted the ways the alumni association was central to their reunion success.
 - Class of 78 reached out and wants to set up a table at tech show this year to solicit classmates for their Oct reunion.
- Tech Show – RK
 - Lots of ideas we discussed last meeting will be considered.
 - Emailed handouts earlier.
 - Detailed discussion of the list of things and asked people to confirm what they were bringing and doing.
 - Signs to point people to the new gym
 - Signs for modernization display in alumni room.
 - Jen Sohm, PPS's BPHS Modernization Program Manager, and possibly Bassetti Architects representatives will~~s~~
~~going to~~ be there – she could mention she's doing a presentation in the old gym.
 - MB moved that we authorize up to \$400 expenditure for Tech Show expenses, including the newsletter. RJ seconded. Motion passed.
- Newsletter – DB
 - 6 to 8 pages. News of things going on in the school. A few feature articles like update on Dental clinic, Jim Pyro and the gifts, modernization update, etc.
 - Connie Mar has volunteered to put the newsletter together for us.
 - Looking for articles by March 1st.
 - BD talked about his mockup of what he's planning.
 - We can think about getting advertising for the newsletter for the picnic edition.
- Golf Tournament – RJ
 - Pushing for more car clubs, participation.
 - Gerry Oaks, ML and RJ are coordinating.
 - JP will search the DB for grand reunion participants.
 - Looking for donations for prizes, etc.
- Student Body liaison – MB
 - No meeting yet. There will be one before our next board meeting.
- Acquisition of Tents for BPHSAA and Benson Tech activities – RJ
 - Thinks it would be like a beacon, give us presence.
 - Ours to use, school stores it.
 - 4 tents – Curtis says he'll match what we get.
 - Gerry might be able to get a deal on it.
 - We are still looking at pricing.
 - RJ will see if the Credit Union, Franz might sponsor one if they have their logo on it somewhere.
- Benson Tech's formal partners/supporters recognition event
 - Miranda
 - Thurs 5PM Tech Show.
 - Donation towards refreshments?

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- RJ moves \$100 contribution toward the event. JM seconded. Motion passed.
- Summer meetings?
 - MB will check at Providence to see if we can use a conference room there.
- Site Council – DB
 - New 5 year plan is being planned.
 - Used by Curtis and the school district.
 - Infrastructure, instruction, enrichment, development, stakeholder involvement (communities: higher ed, booster clubs, alumni, industry partners, etc.), statistics.
 - Educators cannot think much past the year they are in. Part of the 5 year plan is about helping plan to improve the educational experience over the next 5 to 7 years.
 - We should think about what our association wants to add to this planning. Some bold ideas? The plan will get a lot of circulation.
 - It's also a time to think about what we want our own organization should focus on.
- For next meeting's discussion: Crafting a privacy policy.
- Next meeting March 12th at 5:30PM at Benson Tech.
- (after that April 9th)
- RJ and Curtis discussed the Aug picnic. August 11th is the date.
- RJ:
 - 4 slots available for Portland Workforce Alliance breakfast. March 13th. There is an email. Head of police, PPS Super, etc. Convention Center. Lots of kids and industry booths.
 - Black Student Union is doing another trip this year. The foundation will consider a gift. Led by Jenae and Kristin, both Benson grads and Health Occ grads. There's a link on the Benson Tech website. You can donate through the foundation or with them directly.
 - The Foundation did meet Moses' financial needs for his trip.

Respectfully Submitted,

Maj Britt (Max) Baker
 Secretary
 BPHS Alumni Association

Handout from district on applications/lottery assignments

| Benson Applicants by Forecast School | Offered | Waitlisted | Doesn't meet Criteria | Total |
|--|------------|------------|-----------------------|------------|
| Benson Polytechnic H.S. - Cleveland Forecast | 46 | 12 | 2 | 60 |
| Benson Polytechnic H.S. - Franklin Forecast | 48 | 23 | 2 | 73 |
| Benson Polytechnic H.S. - Grant Forecast | 46 | 13 | 5 | 64 |
| Benson Polytechnic H.S. - Jefferson Forecast | 32 | 29 | 2 | 63 |
| Benson Polytechnic H.S. - Lincoln Forecast | 7 | | | 7 |
| Benson Polytechnic H.S. - Madison Forecast | 46 | 63 | 8 | 117 |
| Benson Polytechnic H.S. - MLC Forecast | 11 | 10 | | 21 |
| Benson Polytechnic H.S. - Roosevelt Forecast | 46 | 13 | 5 | 64 |
| Benson Polytechnic H.S. - Trillium Forecast | 3 | | | 3 |
| Benson Polytechnic H.S. - Wilson Forecast | 14 | | | 14 |
| Benson Polytechnic H.S. - Pioneer Forecast | 1 | | | 1 |
| Grand Total | 300 | 163 | 24 | 487 |

RK's Tech Prep List

2018 Tech Show Prep (RLKK, V3.0)

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

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 (Dale, 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 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 (TBD)
 - iii. Benson Foundation trifold (TBD)

- II. Colwood info/registration
 - a. table and chairs
 - 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, chairs x3 (includes tables for Merchandise, Benson Foundation)
 - b. Printed single-page membership forms (RK -- ? HOW MANY?)
 - c. Pens (storage)
 - d. Ipad/card reader for CC payments (Josh)
 - e. Printed materials:
 - i. Newsletter (Brent)
 - ii. BPHSAA trifold (TBD)
 - iii. Benson Foundation trifold (TBD)
 - 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. Trifold re: Foundation (TBD)
 - e. Donation container, incl. sign (Dale)

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

- iii. plates (storage and/or Neal)
- iv. forks (storage and/or 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 and slide rule

- a. table and chair
- b. Alumni contact book, obits, associated materials (Roger)
- b. slide rule (Roger)

IX. Slideshow/presentation area

- a. Speakers for music, modernization presentation (Bob to facilitate w/Nathan)
- 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)

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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 and obituaries (Roger)

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)
- *Membership, volunteer, foundation, and merchandise table (x 1-2 in addition to Josh)