

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

Date: Thursday, November 04, 2010
Starting Time: 5:38pm Ending Time: 7:00pm
Location: Benson Library Classroom

ATTENDEES:

Josh Piper (JP), Dick Spies (DS), Chuck Heil (CH), Neal Galash (NG), Majbritt Baker (MB) and Tammy Hite (TH).

Guest:

MINUTES:

Note: Items may not be in the exact order in which they were discussed. If any corrections or additions need to be made, please forward them to Tammy Hite.

- Current account balance: \$2398.76
- Finance Committee- TH for Joanne Stainbrook
 - Oregon Foundation does send out letters to people who donate funds to the scholarship.
 - No other advancement on the tax issues. We are not an official non-profit.
- Scholarship Committee- JP
 - Letter is nearly ready for mailing.
- Communication Committee- JP
 - The December newsletter has been posted on the website
 - Nothing new on the website
 - PayPal account is currently frozen due to some missing information that needs to be provided; therefore, the donating to the scholarship fund will not work until the issue is resolved. **Action Item:** Josh to get the account active again.
- Events Committee- NG & TH
 - Kenton Station Evening: 8 people attended at the end of November.
 - ♦ Will establish a set day of the month such as the 4th Tuesday of the month.
 - There will be meeting in January to begin prepping for the Tech Show and Annual Picnic.
- PTSA – CH
 - The group is now up to a dozen people attending the meetings including 1-teacher, but no students.
 - Melanie Rose is still President this year
 - The group did send a letter to the Blue Ribbon Task Force
 - The BPHSAA offered to make a contribution to help towards feeding teachers during the parent teacher conferences, but the check was returned.

- Benson Site Council / Design Team- TH
 - November 9th Meeting
 - ♦ Given the “Charge” from the district to examine both the “big picture” and the individual CTE programs at Benson for around 800-students. They would like the group’s recommendations by the end of January.
 - ♦ Rest of meeting was answering questions proposed by the district.
 - Most participants felt this to be a waste of time yielding minimal results.
 - ♦ Strong distrust in district and that any proposals made by group will be ignored or spun to support district predetermined agenda
 - ♦ Concern for the number of CTE teachers. Need to know how many students and career academies to plan for.
 - December 1st Meeting
 - ♦ Mark Davalos, Deputy Superintendent, stated that the group should plan for 850-students and 3-academies that will include Industrial Technologies, Arts & Communications, and Health Services.
 - 240 slots for incoming freshman and 10 for sophomores in Fall 2011. This number may be adjusted depending on demand from the Marshall students.
 - Decrease in the enrollment will be phased in.
 - ♦ Strong concern for timelines since marketing materials and course guides are to be printed during the winter break. Therefore, decisions need to be made at the next meeting on December 14th regarding marketing, recruitment, and an application.
 - Sub-committees to meet before the next meeting on December 14th.
 - ♦ A draft application was introduced to group to begin discussion.
 - An evaluation rubric will need to be submitted along with the final application.
 - Nothing can be on the application that would impede a student’s ability to get into the school. For example, a student’s ability to write cannot be used against them. Can only evaluate the student’s desire to attend Benson.
 - After completing the applications, student names are then placed into a lottery if there are more applicants than there are openings.
 - Although there are some schools and programs with an application process (MLC for example), Benson is not in the same category as those schools so we are subject to a different set of rules which does allow use to evaluate a students academic ability.
 - The application may have to be approved by the School Board before it can be used, however, this needs to confirm. If it does, the next board meeting isn’t until late January which would be too late for notifying the middle schools and potential students.
 - ♦ Freshman recruitment opportunities
 - Magnet Night (February 9th)—All CTE teachers and some students would be conducting demonstrations in the shops as visitors toured the campus. **Alumni may assist with guiding tours and directing people in the halls.**
 - Student shadow days—8th graders would make appointments to shadow Benson students for ½ day in the mornings.
 - Parent Information Night—An evening for parents to get information, but no tour.
 - Middle School Counselor Meeting—All middle school counselors will be required to attend a meeting to learn about all of the high school alternative option available. The meeting will be at Benson and a tour of the school will follow the presentation.

NOTE: Although the next 2-meetings occurred after the BOD meeting on 12/09/10, I've decided to include it here in the hopes to keep the January meeting a reasonable duration.

- December 14th Meeting
 - Marketing
 - ♦ The district communications department developed a two page informational document that was deemed to “wordy” and would not catch the attention of an 8th grader.
 - ♦ Decided to develop a flyer that would have a similar look and feel to the new website main page.
 - ♦ Would be mailed to 8th graders in the first week of January.
 - Application
 - ♦ The sub-committee met with personnel from Enrollment and Transfer in attempt to eliminate any of the potential barriers and issues the district would have the application.
 - ♦ Concern that having an application will be viewed by other schools as “cherry picking” students.
 - ♦ It has been determined that the school board does not need to approve an application, but it will need to be approved by the district.
 - CTE Teachers
 - ♦ There needs to be some discussion on how the school is going to be able to keep all of its CTE teacher and programs with the reduction in the enrollment. Currently there are positions being funded with monies that will not be available next year.
- January 4th Meeting
 - Marketing
 - ♦ The marketing committee met with district personnel before the winter break to discuss the new promotional flyer and videos so they would be available as soon as possible.
 - Designed by Benson students and teachers (and a little help from TH.)
 - ♦ The district will still be designing an informational flyer that will be part of the “high school options” packet being mailed in mid-January. This document will be more text heavy.
 - ♦ A postcard was mailed to all 8th graders with dates for the upcoming freshman recruiting events.
 - ♦ PPS will also be designing fliers for each of the different academies. They should have a similar look as the other promotional materials.
 - ♦ Filming for the informational video will begin in the next couple of weeks with the editing to be done the last week of January to be ready for the application process beginning on February 4th.
 - Application
 - ♦ There is some concern at the district that having an essay style question on the applications will allow Benson to judge a student’s academic ability. The question will either have to be rewritten, eliminated or carry no weight in deciding whether a student should or should not go to Benson.
 - Question: Why do you want to attend Benson and what factors lead you to your decision?
 - Freshman Recruiting
 - ♦ Benson Counselors have started visiting the middle schools; handing out fliers and having students watch the promotional video.
 - ♦ Sub-committees will be meeting to organize the Magnet Night and Student Shadow days.