

Bishop Diego High School  
Minutes of the Parent Advisory Board (PAB)  
Monday, March 5, 2018  
5:30p.m. – Library

Meeting was called to order at 5:35p.m. by Teri Salcedo

**Attendees:** Tracy Johnson (TJ), Teri Salcedo (TS), Lisa Streett (LS), Ronda Johnson (RJ), Lynette Naour (LN)

**Faculty and Staff:** Karen Regan (KR)

Opening prayer given by TS..

**Roll call:** Sign in sheet was passed around by PAB secretary TJ.

**Approval of 2/13/18 minutes-** motion was made to approve by TS, seconded by LS.

**Treasurer's Report-** Jill Escamilla not present but TS acknowledged that there was little to report. The full numbers are not in from the Cardinal Event and there is \$8700 still outstanding in ticket sales from that event. It was mentioned by KR that she is hesitant to transfer the 20% of funds from the Cardinal Event to the PAB until the accounts are settled, but that we are looking at roughly \$15,000 in earnings for that event to cover After Prom as well as the Teacher Appreciation Luncheon. \$10 per student (via registration) has already been transferred into the account for this school year.

**Standing Committee Report**

**a. Auction (Susan Pate, Claudia Pakes, Maureen Wooten)**

KR reported that there are still volunteers needed for the event this upcoming weekend. The need is for 4 adults to help with checkout and about 30 students to help with various tasks. RSVPs close at 11am on 3/6/18.. Students are being offered triple community service hours and will be provided with dinner and a special T-Shirt to wear at the event and are asked to plan on working from 3-10pm. Rain is projected so changes may need to occur with the event as the first part of the evening was to be held in the courtyard. The practice gym may be used instead with moving into the Brickhouse for dinner and auction.

**b. Hospitality (Max Coleman)**

The next Staff Birthday Celebration will take place on Friday, March 23.

**c. Student/Parent Awareness Education (Cynthia Garcia, Teresa Borgatello)**

KR is looking into bringing a speaker to discuss “vaping” and its inherent dangers to the students and was told that the money that is earmarked for the Day of Awareness speakers is available to use for this event.

**d. Communication (Armando Rivera)**

LS will look into whether or not we can have ParentSquare present to the PAB as well as interested parents in May. (A meeting has since been set up for May 14th at 5:30pm in the library). The PAB will further assess whether our communication issues can be solved with this single system after this event. RJ and TJ are currently at schools who utilize this communication tool and spoke highly of it. It will be requested that all parent class representatives be present at this meeting. It was also mentioned that having 1-2 parents in each class responsible for communication within each class may be a better way to disseminate information rather than through one "gatekeeper" on the board as it was mentioned that in prior years that helped foster a sense of class identity.

**e. Service Hours (Christine Gutierrez)**

KR will check in with Traci Callow at the front desk to see when she used to send out reminders about the need to complete parent service hours and forward that information to Christine.

**f. New Cardinal Family (Dawn Maho)**

Dawn not present, nothing to report.

**g. International Host Family (Dominique Hackett, Erica Salda)**

Dominique and Erica not present, nothing to report.

**Class Representative Report**

**a. Freshmen**

nothing to report

**b. Sophomore**

nothing to report

**c. Junior**

.nothing to report

**d. Senior**

TS and LS let us know that they are preparing for the senior retreat in Ojai this week.

**e. ASB Representative**

Kathy not present, nothing to report

## **New Business**

### **a. After Prom**

TS let us know that we still don't have a committee leader for this event and is calling all parent representatives to help out. It was also discussed that in future years it may be an event that is run by all class parent representatives or will be delegated to a specific class to put on. The idea was also put out there to have parents sign up for specific events/committees at the beginning of the year so that there won't be difficulty finding help when it is needed as the school year comes to a close.

### **b. Re-vamping committees on PAB based on needs**

A discussion ensued about how to keep our parents engaged with volunteerism throughout the school year as it has been difficult to find help with our last few events. The PAB may look at paring down committees and asking class parent representatives to remain active in attendance at the monthly PAB meetings as well as having committee sign ups taken care of at the beginning of the year.

**Meeting adjourned at 6:40pm**

**Minutes prepared by PAB Secretary Tracy Johnson**

**Head of School Update by KR**

## **Admissions Office**

### **Current Enrollment:**

**9th - 75 (1 back to Hawaii, 1 to SM, 1 dismissed)**

**10th - 59 (1 new student started last week from Westlake High School)**

**11th - 58 (1 to homeschool, 1 to Toronto, Canada)**

**12th - 67 (1 to Texas)**

**TOTAL: 259**

<b>2018-19</b>	<b>Applicants</b>	<b>Inquiries</b>	<b>Total</b>	<b>Active</b>	<b>Offers</b>	<b>Defer</b>
<b>9</b>	<b>86</b>	<b>18</b>	<b>104</b>	<b>98</b>	<b>71</b>	<b>9</b>
<b>10</b>	<b>4</b>	<b>4</b>	<b>8</b>	<b>7</b>	<b>2</b>	<b>1</b>
<b>11</b>	<b>0</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>0</b>	<b>0</b>
<b>12</b>	<b>3</b>	<b>0</b>	<b>3</b>	<b>1</b>	<b>0</b>	<b>1</b>
<b>Totals</b>	<b>93</b>	<b>23</b>	<b>116</b>	<b>107</b>	<b>73</b>	<b>11</b>

### **Advancement Office**

**269,202 as of today. Consists of 238 gifts.**

- **62/240=25.8% Families who have donated**
  - **9th: 23/62=37%**
  - **10th: 12/62=19%**
  - **11th: 22/62=35%**
  - **12th: 16/62=25%**
- **39/62=62.9% Double your impact**
- **8/62=12.9% Valentine**

**March Madness coming up**

### **AUCTION**

**Coming up this Saturday! Still need helpers during the event**

**-Excited to use BidPal this year and move to electronic bidding**

**-Need volunteers for Clean up! 30 student volunteers for help on day of 3:30-10pm**

**Golf Tournament (Robert Forouzandeh stepped up to Co-chair with Jim Stovesand); Save the Date card has gone out, working on sponsors, etc.**

**Parent Education – Vaping at Marymount tomorrow 4:30 parents only**

### **Curriculum**

**Spotlight/Performing Arts Collaborative**

**Course selection coming up!**

### **School Calendar:**

Saturday, 3/10-Gala Auction, SAT exam

Tuesday, 3/13-New Student Registration Night

Thursday, 3/15-Senior Mother-Son Luncheon

Friday, 3/16-End of 3rd quarter, Sophomore retreat reunion

Monday, 3/19-3/23-Spring Fever Week, Week of Giving

Friday, 3/23-Senior Parent Mass

Tuesday, 3/27-Shadow Day

Friday, 3/30-Good Friday, No School, New Enrollment Deadline

Monday, 4/2-4/6-Spring Break, No School

Monday, 4/9-PAB meeting 5:30pm, CC meeting 6:45pm in Library

Tuesday-Friday, 4/10-4/13-ASB Campaigns begin

Friday, 4/13-Freshman Retreat Reunion, Senior Privilege Day

Saturday, 4/14-ACT Exam

Wednesday, 4/18-IMAGINE Event 6:30pm

Thursday, 4/19-ASB Elections

Saturday, 4/21-Alumni Baseball Game 1pm

Monday, 4/30-Sophomore ring orders due