

**Northgate High School PFC Special Budget Meeting**  
**August 12, 2014**  
**Northgate High School 7 pm**

**7:10 pm** – Meeting called to order by Treasurer Lisa Lamm

**Board Members Present:** Alisa Mac Cormac, Betsy Henderson, Lisa Lamm, Dee Dee Robillard, Gloria Bertolozzi, and Kristin Mortl

**Other Attendees:** Ron Leone, Lynda Hayes, Monica Zorman, David Ackerman, Sylvia & Kevin Dalton, Ruth Carver, Kim East, Linda Graham, Kimberly Harris, Thea Horii, Mike Strong, Jimm Walker, and John Salazar

**Board Nominations**

Secretary Betsy Henderson requested a motion to adopt the proposed 2014-15 Board (attached) including the following additions and changes from the Board approved at the May meeting:

Alisa Mac Cormac – President  
Anna Dito, Betsy Ortiz, & Dee Dee Robillard – Northgate Education Fund/Corporate Matching Fund Co-chairs  
Cathy Escobar – Auditor  
Sandra Percario & Anne Woodbury – Gift Cards

Ruth Carver moved that the proposed board be approved. Gloria Bertolozzi seconded. The motion passed unanimously.

**Budget Request (Attached)**

Alisa Mac Cormac introduced interim Principal Ron Leone and Vice Principal Lynda Hayes. Ron mentioned his experience has included being principal in Fremont and after retirement getting involved in public office, and is currently vice-mayor of Concord. Things have been going well at Northgate, with a great staff, support staff, and parents. Ron has substitute taught at Northgate as well as coaching the mock trial team. He recognized past parental support.

Regarding IT, Ron Leone said PFC has been funding IT support here, so that we don't have to wait for someone to come out from the District. This will be especially important this year with Common Core implementation. He is asking for the other half of week funding [asking for an additional 0.2 FTE from PFC which combines with 0.3 FTE from District.]

Regarding Special Ed, Ron Leone is requesting \$4,000 [current budget it \$3,000].

Regarding Class Sections, Ron Leone is requesting 0.2 FTE for an AP/Honors Coordinator to coordinate the program, as well as 0.6 FTE for release time for the 3 department chairs to help with Common Core implementation.

College/Career Counselor [Dean Partlows previous position] is being reduced to part-time to \$46,000. May look in future at increasing this back to full time. Linda Clark is considering options such as using interns in future until she finds the right match for Northgate.

Regarding Class Sections, Lynda Hayes explained that historically PFC set aside funds for sections to be used if needed. We've not had to use the section funds for a couple of years. For teachers to be able to coordinate, they need to have release time. The 0.2 FTE was already set aside for an AP/Honors Coordinator. Lisa Lamm confirmed that the 0.2 is in the class section line in the budget. The other COL - Collaboration on Learning - is for making sure that all the algebra classes are equivalent, for example. The master schedule is still evolving now and is at the heart of the school. Lynda Hayes wants to make sure that all students have the classes they need.

Right now we're at 1728 students. We try to make sure that everyone is actually here before we tell anyone that there isn't room. Ron Leone has let the District know that we are at our critical level of students.

Lynda Hayes explained that there is a variety of salary expenses. Kim Harris asked if we were still using strategy of PFC paying for only the lower cost salaries and Lynda Hayes said that we are. Ron Leone is fighting for what we deserve from the District. He's been working with the assistant superintendent to get the sections that we need. If PFC won't offer to support the sections now, Ron Leone will need to cut the sections out of the schedule now, or alternatively reduce the IT person back to half time.

Lynda Hayes said that we're still in the process of hiring 4 more teachers, not necessarily for the 0.6 FTE. District won't pay for the 0.6 release time but Ron is asking them to pay for the sections needed due to our enrollment. They have already hired 8 teachers. Ron Leone was asked about his role and said he is only here until they find the right person for principal. He expects to be here at least through part of September.

Lisa Lamm clarified that the budget requests tonight are not related to the change in principal.

Lynda Hayes mentioned that we have 2 new AP computer science classes.

Ruth Carver spoke about the Tech Committee consensus that the IT position was not a priority but instead we need a TIL- Technology Integration Leader - supplied by the District who will teach the teachers how to use the technology, including the Chromebooks, rather than a maintenance person. These recommendations, including Chromebooks and boosting the wi-fi, were sent to District in May or June. Ron Otero did not attend the Tech Committee meetings for the 3 year plans.

Lynda Hayes said there are 3 Chromebook labs coming in, and new computers going in ROT classes.

Alisa Mac Cormac asked if the IT person could be the TIL and Lynda Hayes said he could not. Lynda said she is looking forward to the District hiring the TIL. The person who is teaching the

3 sections of computer science is also teaching 2 sections of Spanish so funding for him to be TIL is not there. The IT person will support the technology that we have or is coming. Professional development has not been expected of the IT person but things are changing.

Lisa Lamm explained that PFC has been supporting 70% of the tech position but this spring in an effort to trim our budget we asked if another group could support 20% so that PFC would only have to provide 50%. Site Council was one of the groups asked.

Ruth Carver asked about supervision of the IT position and Ron Leone said that our new VP [Rick Aistrophe] has a computer background and he is now supervising him. Ruth said that District info has said that every school should have a TIL, but Lynda Hayes has never heard of this position being posted.

Lisa Lamm pointed out that the proposed budget changes do not change the total budget.

One parent was concerned that the proposed allocation would reduce the flexibility available for the new principal. Lisa Lamm noted that we do have \$30,000 of reserves and also \$43,974 of unbudgeted carryover available. The parent also suggested that we wait until after registration but Alisa and Lynda explained how the timing works. Lastly, the parent also commented that we may not have the donations we used to. Lynda Hayes acknowledged that is possible. She also referred to additional changes in staff but that the staff is working hard and coming together.

DeeDee Robillard responded that those concerns are why she decided to volunteer, to support, for example, the College and Career Center. She agreed that there should be a certain level of scrutiny but that we also needed to look ahead.

Lynda Hayes clarified that it was Linda Clark's decision to make her assistant position part-time again, and Alisa Mac Cormac emphasized that Dean Partlow's position had previously only been part-time. Lynda Hayes noted that Dean had been full-time for the last 2.5 months of the school year. Alisa also noted that we the PFC can only do what is requested of us. Ron Leone said that he and the staff are telling the PFC what they think they need, and that it's not the time to circle the wagons, it's time to move forward.

Kristin asked if Jazz Band II section is coming back to PFC and Alisa said that has been taken care of.

Lynda Hayes is asking the district about why there is a secondary site in the District who has Naviance that is not paid for by their PFC, to get equity.

Lynda Hayes responded to Ruth Carvers question about the difference between IT 0.8 and a 1.0 FTE. The former would be a shared model which is very different from what we've had and now we need to roll out common core. Ruth said that Ms. Reyherme had intended the common core funding to move toward the TIL model but Lynda Hayes clarified that instead the District took the money from the sites and is going with a shared model.

A parent asked about how the PFC would handle a significant drop in donations, recommending prioritizing budget items. Alisa Mac Cormac replied that the school's Strategic Plan determines our budgeting priorities.

Lynda Hayes said the district is looking about bringing back high school counselors including college and career.

#### **Motions**

Lisa Lamm moved to amend the 2014-15 budget as follows: reducing the budget for the College & Career Center from \$86,000 to \$46,000, and increasing the Class Sections budget from \$60,000 to \$83,500, the Computer Tech budget from \$38,500 to \$54,000, and the Special Education budget from \$3,000 to \$4,000. Kim East seconded. The motion passed with 13 in favor, 1 opposed, and 1 abstention.

Lisa Lamm moved to approve the elimination of the 0.9375 FTE for Career/College Advisor for 2014-15. Kim Harris seconded. The motion passed with 15 in favor and 2 opposed.

Lisa Lamm moved to approve the 0.475 FTE for Career/College Advisor for 2014-15. Ruth Carver seconded. The motion passed unanimously.

Lisa Lamm moved to approve the 0.8 FTE for class sections for the 2014-15 school year. Kim Harris seconded. The motion passed.

Lisa Lamm moved to increase the Computer Tech from 0.5 FTE to 0.7 FTE. Linda Graham seconded, The motion passed with 19 in favor and 1 abstention.

#### **New Business**

Alisa Mac Cormac said we are forming a committee to revise/update the By-laws so if anyone is interested, let her know. Also, we are looking at possible ways of dealing with a reduction in days of the counselors [which they have requested]. Kristin Mortl asked about the City of Walnut Creek funding and Lisa Lamm confirmed that we have it for this school year.

Meeting adjourned at 8:30 pm.

Respectfully submitted,  
Betsy Henderson  
PFC Secretary

NORTHGATE PFC BUDGET 2014-15 PROPOSED

For the Fiscal Year 8/1/2014 - 7/31/2015

5.12.14

Category Description	2014-15 Proposed	% to 2013-14 Budget	2013-14 Budget	2013-14 Proj Actual	% to 2013-14 Budget
<b>Income</b>					
Corporate Matching Funds	\$ 20,000.00	\$ -	\$ 20,000.00	\$ 23,000.00	\$ 3,000.00
Directory Advertising	\$ -	\$ -	\$ -	\$ 1,075.00	\$ 1,075.00
Education Fund	\$ 150,000.00	\$ (20,000.00)	\$ 170,000.00	\$ 150,000.00	\$ (20,000.00)
Business community donations (eScrip etc)	\$ 10,000.00	\$ (15,000.00)	\$ 25,000.00	\$ 24,000.00	\$ (1,000.00)
Gift Cards	\$ 5,000.00	\$ -	\$ 5,000.00	\$ 5,000.00	\$ -
Interest	\$ -	\$ (500.00)	\$ 500.00	\$ 65.00	\$ (435.00)
Misc Income	\$ -			\$ 3,502.11	
PEAK Annual Donation	\$ 3,000.00	\$ (5,000.00)	\$ 8,000.00	\$ 3,679.00	\$ (4,321.00)
Spring for Education	\$ 30,000.00	\$ -	\$ 30,000.00	\$ 36,560.92	\$ 6,560.92
<b>TOTAL INCOME</b>	<b>\$ 218,000.00</b>	<b>\$ (40,500.00)</b>	<b>\$ 258,500.00</b>	<b>\$ 246,882.03</b>	<b>\$ (11,617.97)</b>
Carryover Income from prior year	\$ 81,700.00	\$ (126,819.00)	\$ 208,519.00	\$ 208,519.00	\$ -
<b>TOTAL INCOME COMBINED</b>	<b>\$ 299,700.00</b>	<b>\$ (167,319.00)</b>	<b>\$ 467,019.00</b>	<b>\$ 455,401.03</b>	<b>\$ (11,617.97)</b>
<b>Expenses</b>					
Academic Counselor	\$ -	\$ (40,000.00)	\$ 40,000.00	\$ 40,000.00	\$ -
Baccalaureate	\$ 2,000.00	\$ (1,200.00)	\$ 3,200.00	\$ 3,200.00	\$ -
Campus Beautification	\$ 2,000.00	\$ -	\$ 2,000.00	\$ 2,000.00	\$ -
Campus supervisor (.25)	\$ -	\$ (7,500.00)	\$ 7,500.00	\$ 7,500.00	\$ -
Challenge Day	\$ 200.00	\$ (504.00)	\$ 704.00	\$ 520.00	\$ (184.00)
Class Periods (includes AD)	\$ 60,000.00	\$ (35,000.00)	\$ 95,000.00	\$ 20,000.00	\$ (75,000.00)
Model UN	\$ -	\$ (20,000.00)	\$ 20,000.00	\$ 20,000.00	\$ -
College & Career Center	\$ 86,000.00	\$ 31,000.00	\$ 55,000.00	\$ 55,000.00	\$ -
Counselor (.9375) <i>Partridge</i>	\$ 66,000.00				
Secretary (.475) <i>Slaughter</i>	\$ 15,000.00				
Naviance (invoice due July 2015)	\$ 5,000.00				
Communications	\$ 800.00	\$ -	\$ 800.00	\$ 800.00	\$ -
Computer Technician (.70-13-14) (.5 for 14-15) <i>Otero</i>	\$ 38,500.00	\$ (15,500.00)	\$ 54,000.00	\$ 57,500.00	\$ 3,500.00
Curriculum Assistant (Hayes)	\$ 3,000.00	\$ (500.00)	\$ 3,500.00	\$ 2,217.95	\$ (1,282.05)
Directory	\$ 1,000.00	\$ -	\$ 1,000.00	\$ 885.63	\$ (114.37)
Discretionary	\$ 1,500.00	\$ (1,500.00)	\$ 3,000.00	\$ 3,000.00	\$ -
Finals Fuel	\$ 500.00	\$ 500.00	\$ -	\$ -	\$ -
Insurance	\$ 3,000.00	\$ -	\$ 3,000.00	\$ 2,580.30	\$ (419.70)
Landscape		\$ (1,500.00)	\$ 1,500.00	\$ 1,500.00	\$ -
Library technology support		\$ (6,000.00)	\$ 6,000.00	\$ 6,000.00	
Operating Costs	\$ 1,700.00	\$ (600.00)	\$ 2,300.00	\$ 2,300.00	\$ -
Principal's Fund / Advisory <i>Sanfey</i>	\$ 7,500.00	\$ 500.00	\$ 7,000.00	\$ 7,000.00	\$ -
Special Education	\$ 3,000.00	\$ (1,000.00)	\$ 4,000.00	\$ 4,000.00	\$ -
Staff Development	\$ 7,500.00	\$ (27,500.00)	\$ 35,000.00	\$ 35,000.00	\$ -
Support Counselors (5 days/wk)	\$ 50,000.00	\$ -	\$ 50,000.00	\$ 50,000.00	\$ -
Teacher Appreciation & Luncheon	\$ 1,500.00	\$ (1,000.00)	\$ 2,500.00	\$ 2,500.00	\$ -
Carryover Expenses 2012-13		\$ (52,142.00)	\$ 52,142.00	\$ 50,117.72	\$ (2,024.28)
PFC Reserve	\$ 30,000.00	\$ 30,000.00	\$ -	\$ -	\$ -
Unbudgeted Carryover Funds	\$ -	\$ (17,873.00)	\$ 17,873.00	\$ 79.43	\$ (17,793.57)
<b>TOTAL EXPENSES</b>	<b>\$ 299,700.00</b>	<b>\$ (167,319.00)</b>	<b>\$ 467,019.00</b>	<b>\$ 373,701.03</b>	<b>\$ (93,317.97)</b>
<b>NET INCOME</b>	<b>\$ -</b>		<b>\$ -</b>	<b>\$ 81,700.00</b>	<b>\$ 81,700.00</b>

**NHS Athletic Booster Club**  
**Meeting Minutes**  
**May 22, 2014**

**Attendees:**

Mary Wardle, Stacy Lauborough, Dana Morris, Judy Kirkpatrick, Michele Wirfel, Steve Chappell, Mindy Aiello, Ginger Gross, Linda Locke, Cathy Escobar, Kris Cropper, Cindy Lentz, Julie Pelletier, Lisa Whittington, Linda Graham, Paulette Bruzzone, Cindy Lentz, Lisa Whittington, Gloria Bertolozzi

**2014-2015 Executive Committee Approved**

President	Stacy Lauborough
Vice President	Open
Treasurer	Mark Lentz
Secretary	Judy Kirkpatrick
Membership	Susan Cue
Athletic Director	Steve Chappell

**Motion Approved:** A Period weights at .20 FTE for the 2014-15 school year.

**Minutes Approved for April**

**MDUSD Reinstatement of Sports:** See attached  
Golf is still self funded.

**Athletic Director's Report (Steve Chappell)**

See Attached Notes (2 pages)

Page 1 details Spring Sports Season and Year End Summary for 2013-14.

**School Broadcast Program:** Televisе high school games. Video stream live games.  
Package deal for subscriptions proceeds will be shared 50/50 (NFHS Network/Northgate)  
Will need laptops and cameras.  
Steve would like to set up a committee.

Open Coaches Position: girl's water polo, boy's basketball and girl's varsity soccer

**Northgate High School  
Northgate Instrumental Music Boosters (NIMB)  
Board Meeting Minutes  
June 3, 2014 – Northgate Band Room  
Meeting called to order at 7:15 pm**

**Attendance**

Parents: Ruth and John Assily, Greg Brown, Liliana Britvic, Monica Collard, Dorothy Duda-Waletzko, Judy Evans, Lindsey Ferreira, Jenny Guerrero, Mary Hain, Tamara Helfer, Betsy Henderson, Laurie Hindes, Karen Jenkins, Karen McKinney, Courtney Mizutani, Alice Mace Nakanishi, Betsy Ortiz, Valerie Siino, Jay Suresh, Teresa Torbett. BOSS Students: Matt Assily, Natalie Jenkins, Ben Lugten.

**Approval of Minutes**

The minutes of the May 6, 2014 meeting were reviewed. A motion to approve the minutes was made and seconded. The motion passed unanimously.

**Director's Report – Greg Brown**

Greg reported on the terrific school year for all the bands and upcoming Jazz on the Hill and Performing Arts Awards events. He also noted that the MDUSD Board approved reinstating 5<sup>th</sup> grade music for the next school year.

**President's Report – Betsy Henderson**

Betsy reported on insurance research, bylaws, and walk through.

**Treasurer's Report – Valerie Siino**

Valerie asked board members to submit any expenses for this school year ASAP as she wants to close the books before June 30.

**Jazz Band I – Alice Mace Nakanishi and Judy Evans**

Reports provided on upcoming Jazz I performances and summer rehearsals. Three chaperones are still needed for Monterey in September. Parents will get a complimentary pass on the day of the performance.

Judy reported that Yoshi's was a sell out for both shows and profit was \$6400.

**Spring Concert – Teresa Torbett**

Teresa reported on the successful event. Profit was \$3556, an increase over last year's profit of \$2900

**BOSS – Matt Assily**

BOSS is working on an escrip thank you letter and organizing marching band music. Section leader auditions will be held this week.

**Marching Band – Lindsey Ferreira and Monica Collard**

Lindsey reported that Drum Major will be Mitchell Collard and Jr. Drum Major Natalie Jenkins.

Betsy Henderson reported on Marchathon. She is working on the permit for the 9/6 event.

Monica reported that 46 musicians are signed up and 7-9 Auxiliary.

**Website – Liliana Britvic**

Liliana is still recruiting a webmaster to take over her work.

Betsy stated that the calendar is now available on the website for the 2014-15 year.

### Disneyland -- Tamara Helfer

Tamara reminded the board that the band will travel to Disneyland in Spring 2015. The Guerreros and Monica Collard will manage the effort.

### Action Items – Betsy Henderson and Tamara Helfer

- Betsy stated that per the bylaws, a vote should be taken to approve several board members who are not automatically NIMB members (because they are not parents of current students). A motion was made to approve Lindsey Ferreira, Meetra Esfahani, Chris Long, Margaret Vercammen-Grandjean, Laurie Hinds, Johannes and Michaela Stahl, and Teresa Torbett as board members for the 2014-15 year. The motion was seconded and passed unanimously.
- Betsy presented the board roster for 2014-15. A motion to pass the board roster was made, seconded and passed unanimously. Betsy passed the gavel to Tamara Helfer as the new board president.
- Tamara presented a powerpoint of the budget proposal for the 2014-15 school year. The proposal involved Income of \$74,170, Expenses of \$94,170 and a transfer of \$20,000 from equity (currently \$57,117) to cover the gap between income and expenses. This \$20,000 would be transferred from the \$21,175 raised to fund Jazz Band II and would be transferred to cover the portion of expenses for the Jazz Band salary owed to the district. A motion was made to approve the 2014-15 NIMB budget as presented by Tamara in the powerpoint and handouts. The motion was seconded and passed unanimously.
- Regarding retained earnings on the balance sheet, Tamara proposed that \$3000 of retained earnings be added to the scholarship fund to increase it from \$5000 to \$8000 as there will be more need in the upcoming year with the Disneyland trip. A motion was made to have the Treasurer move the funds, was seconded, and passed unanimously.
- A motion was also made to move \$5400 from retained earnings to the Director's Discretionary fund for uses such as new instruments and commissioned music pieces.
- The Board discussed whether to commit to funding a Jazz Band II class for 2014-15 if the District did not pay. A motion was made that the Northgate Instrumental Music Boosters will reimburse the Mount Diablo Unified School District for the cost of 0.2 FTE classroom teacher for the 2014-15 school year for the Jazz Band II class. The motion was seconded and passed unanimously.
- The board reviewed and considered several different ways to present the class suggested contribution request for the four "core" classes, Jazz and Marching bands. Board President Tamara Helfer presented power point graphs and explanation of the income and expenditures for the music classes. Tamara explained the goal of her proposal is to make the requested donation amounts equitable for the course, and for families with a student in more than one music group. The other goal is to make costs associated with music "transparent."
  - One option was to ask for a shared per person cost of music services and also for the cost specifically associated with that student's group(s). Another option was to add the



shared cost to the core courses, and add on extras classes such as jazz or marching band separately. (Presently, the method is to ask for contribution of a set rate for the highest cost of a group in which a student is participating.)

- o A motion was made to adopt the "a la carte" method for suggested contributions with the shared cost incorporated into the core course, with extra costs for jazz or marching band. This is represented in the costs below, and they come from, from Table III, Column 3 in Tamara's presentation. Members noted that families with students in multiple classes have a maximum suggested donation of \$525 per student; any shared cost donations from families with students in jazz band only (about 5 students) would be welcome. The motion was seconded and passed unanimously.

Concert Band	\$245
Orchestra	\$240
Symphonic Band	\$220
Wind Ensemble	\$265
Jazz Band I	Additional \$235
Jazz Band II	Additional \$145
Marching Band	Additional \$145
Auxiliary	\$350 plus the cost of any instrumental group(s) if applicable
Drumline	\$0 additional

**Closing**

The meeting was adjourned at 10:05

Minutes submitted by Dorothy Duda-Waletzko