

Pacific Heritage Academy Board Minutes
 May 20, 2021, (via Zoom) 5:30-6:30 pm
 Pacific Heritage Academy

Agenda Item	Minutes
Call to Order/ Roll Call	Present: Dave Rudd, Tammi Sumsion, Spencer Anderson, Diana Fisaga, Kelly Casaday Missing: Gary Sillito, Tina Fagasau Acknowledgement of Raymond Henderson. We will miss him and best wishes to his family.
Previous Board Minutes: <ul style="list-style-type: none"> • Minutes from April 29, 2021 	Kelly makes a motion to accept the minutes for April 29, 2021. Spencer 2nds. Minutes are approved by all.
Board Training	<u>Lincoln: Board Fundraising:</u> Responsibility of the Board is to Give (money to the school), Get (money for the school) or Get off (the board) to allow for someone else that will accomplish these purposes. Two pieces of advice: 1. The school can hire someone who does fundraising part-time; a Development Director (could be someone who already works for the school) that can spend their time on fundraising. There are people that give to politicians, nonprofits, local chambers of commerce, find sponsorships. The school can sell advertising space on the Redwood Rd fence. They can be paid around \$25-30,000 a year to bring in \$200,000-250,000. 2. As board members, commit about 5-10 hours a month focus on fundraising (making phone calls, making asks, attending chamber of commerce meetings and lunches, reaching out to groups that might want to sponsor.) The Board should have 2 to 3 events during the year for fundraising.
Public Comment	None
Financial Report	<u>Dave:</u> Cash on hand is still excellent because of PPE funds that have come in. Tammi asked the question of Gifted and Talented Learning on line 33 of what that entails. Janet says it is because of software and pulls the Covid stipends through that. USBE sent a survey and will be sending an invoice for that.
Fraud Risk Assessment Survey	<u>Janet:</u> Discussed last year and is a requirement for everyone on the board to complete the training. They will fill the survey out at the end of the meeting.
Land Trust	<u>Tammi:</u> Nothing to report
Student Recruitment Outreach	<u>Sheena:</u> Voyager Visits – Tammi held the first meeting. She invited 5 families and had one show up. They enjoyed the presentation and the movie. The <u>Tammi:</u> She thought it was a great evening. The friends that they invited over. They are re-thinking where they want to take their kids and they liked the diversity part of the school. Spencer wondered if the school could send home a flyer with the students. Sheena said that we will be doing a drawing on June 2 nd to have more families to host these meetings. Kelly showed a clip of the new video. Spencer wondered if the video could be posted on social media to have it pushed out to parents. It was also discussed that we want to protect the zest and appeal of the movie and want to save it for the meetings rather than showing it on social media. We want to create the feeling of Ohana by

Student Recruitment Outreach (cont...)	sitting down with other families and sharing stories.
School Assessment Brief Report Administration/School Report:	<p><u>Sheena:</u> <u>Wellness Check:</u> No Covid illnesses, Covid protocols still in place. <u>Enrollment:</u> at 306. We are working on getting students registered. Set the budget at 350 but <u>Summer Fun Program:</u> June 21st-July 15. 30 students enrolled. Looking forward to the Summer Market. A lot of kids have signed up for sewing. <u>State Testing:</u> Ends next week. Regarding scores, we are doing the very best with what we've been given. We will make our goals eventually. We will have scores about August. <u>401K Review</u> and will have Family Movie Night on Friday.</p>
Next Board Meeting	<p>May 24, 2021 – 5:30pm Budget Hearing Meeting 3-5 Min meeting June 17, 2021 – 5:30pm</p>
Meeting Adjourned	