

**Dakota Boosters**  
**Executive Board Meeting Minutes**  
**December 17, 2018**  
**Term Year 2018/2019**

Board Members Present: Shari Burnham, Kimberly Didia, Kyle Lefief, Mary Lou Saputo, Dawn Schlitt, Kitty Vallee

Board Members Absent: Linda Price

Staff Members Present: Mr. Demorest

Meeting called to order at 6:10pm.

Thanks Kyle for providing dinner!!! ☺

Topic coverage for this meeting:

**Old Business (in order of appearance on 11/26 meeting agenda):**

Follow-up items completed:

- Kyle working on getting check from Al Deeby Dodge – CONTRIBUTION/SPONSORSHIP WITHDRAWN
- Mid-season credit payout – discussion
- Review/discussion on any open items from Shari Burnham email of 10/9/18 – “Craftshow Update and Help Requested”.

Follow-up items in process/not completed:

- Fine Arts and Service Trustee positions
  - Band/Fine Arts representation – Kimberly has something to share with the Board
- MLS update to Boosters By-Laws (changes from last Spring; Fine Arts and Service Trustee position descriptions)
- Concessions related – MLS to assemble list of procedures for opening and closing concessions both indoor and outdoor events (see preliminary draft for outdoors opening procedures provided)
- Sponsorships – pick up on activity started last year (Kyle will send out emails to numerous companies inquiring about sponsorships)
- Suggested “Volunteer Expectations” (Linda) – not sure where we ended up with this
- Budget for 2018-2019 was created.
- Follow up discussion as to how the Booster credit for the 7<sup>th</sup>/8<sup>th</sup> grade Seneca/Iroquois football game was going to be dispersed.
  - Motion was made and approved to issue \$250 to each of the teams. The check would be issued to the Athletic Department for the middle schools.
- Board agreed any hours we work for the middle school events (track, football, basketball) we will donate back to the middle schools.
  - Motion was made and approved.
- Boosters agreed to cover the cost of the 2017 baseball champion t-shirts
  - Motion was made and approved.
- Shari Burnham reported that we had received a check in the amount of \$1,000 from the Senior All Night Party (“SANP”). Upon inquiry, it was learned that these funds were remitted to the Boosters in error and were meant to be retained by the SANP Committee as start-up funds for the

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current year (2019) event. The SANP Committee has requested that these funds be returned to them for this purpose.

- Motion was made and approved. Shari is to write a check to the SANP representing return of these funds for start-up. It is expected that any additional request for funds by the SANP will be submitted to the Boosters, with review and approval to be conducted in accordance with Boosters rules/by-laws.

**New Business:**

Ms. Kherre Kwolek (varsity dance coach) submitted a request for Boosters to cover 50% of their new uniform cost. She ordered 19 varsity uniforms totaling \$3136.43; the team's current uniforms were about 10 years old and in very poor condition. She was requesting Booster assistance due to the fundraising issues they had that were outside of their control.

- Motion was made and supported to cover 50% of the new uniform cost.

Discussion with Mr. Sibley:

- Potential update to the weight room – this needs to be a school update, driven by a district initiative.
- Dakota teachers have been encouraged to look at recent state testing data to continue to analyze areas that can be addressed differently in their curriculum.
- Curriculum changes are coming in Science. Students will be taking 3 semester long science courses (chemistry, physics, and earth), and pairing those with a fourth semester course (chem 2, physics 2, or earth 2), to complete 10<sup>th</sup> and 11<sup>th</sup> grade science course requirements for graduation. Other students may opt out of earth science as a junior by taking AP environmental science, or may opt out of the fourth one-semester course requirement by pairing earth science 1 with any yearlong AP science course. For more detailed information, contact Mr. Sibley directly.
- A new Spanish teacher has been hired, Ms. Sills.
- New main entrance should be started during the summer.
- First quarter honor roll letters are going out this week. Honor roll stats: 9<sup>th</sup> – 71%, 10<sup>th</sup> – 76%, 11<sup>th</sup> – 72%, 12<sup>th</sup> – 75%. Nearly 2200 kids (just under 75% of our students) made the honor roll!!

Concessions related:

- Winter concessions scheduling – review and confirm
- Continue push for parent/teacher/group leader volunteering
- Kherre Kwolek will be handling the concession volunteers for the dance competition on Jan. 19<sup>th</sup>.
- The Sam's Club carts are being stored upstairs in case there is a need for them.
- There is also the possibility of a popcorn machine upstairs.
- Using the Jimmy John's cups, lids and napkins discussion is tabled until January.

Booster donations related:

- Tennis program request for assistance/donation (email sent to Kyle and Mr. Demorest)
- Donations to non-funded programs (Mary Lou)
- Credits for Boosters board and volunteers for multiple shifts (Mary Lou)
- List of volunteers from Kitty's donation spreadsheet – any issues?

Craft show discussion:

- Spring craft show

**Dakota Boosters**  
**Executive Board Meeting Minutes**  
**December 17, 2018**  
**Term Year 2018/2019**

- The Spring Craft Show will be April 13<sup>th</sup>. It will be contained to the atrium, hallway and community room. There will not be a need for food service as our concessions will be set up outside of the kitchen.

Other:

- Donation request procedures/protocol
- Champion t-shirts – qualification and process for requesting funds

**Carryover of agenda items from past meetings:**

- Conducting Board business (continued - carryover of agenda item from 8/15 meeting)
  - Meetings
    - Conducting board business using Robert's Rules of Order
      - Agenda distribution
      - All members prepared to report
- Position descriptions with list of responsibilities – need to do this
- Involvement of students in Booster activities
  - Marketing
  - NHS
  - Other

Goal setting (carryover of agenda item from 8/15 meeting)

- Booster Board goals for the year
- Mr. Sibley/administration goals for the year
  - Committee formation to focus on agreed goals
  - Recruitment from outside of immediate board for committees
- Other committees to be formed to steer certain activities/events
  - Other?

Marketing/Promotion/Fundraising (carryover of agenda item from 8/15 meeting)

- Sponsorships – pick up on activity started last year
  - Summary of accomplishments and anything in process
  - Update to fundraising letter and mass mailing
- Booth / promotional flyer distribution
  - Parent Meetings for clubs/athletics
- Dining Nights Out
- Promotion Campaign / Social Media Update
  - Website revisions – discuss what, how, etc.
  - Display case
- Other?

Per request of Kyle – item for discussion brought to his attention by Adam Demorest (volleyball) – discussion to be continued but deferred to a later date.

- Possible work credit to be considered instead of concessions volunteering (i.e. running scoreboard??)
- Perhaps a smaller amount, volunteer hours for the service groups, etc?

Meeting adjourned at 8:35pm.