

Solon Academic Boosters Club

May 17, 2023 Meeting

Officers:

- PRESIDENT: Andrea Pitzel
- SECRETARY : Emily Johnson
- TREASURER: Erica Kanj

In attendance in person: Andrea Pitzel, Emily Johnson, Jennifer Shusterman, Erica Kanj, Anju Agarwal, Ava Farivar, Dawn Haynes, Candice Walker, Teanna Pollard, Madhavi Rubbo, Leah Stream, and Denise Elliott

Call to Order

Andrea Pitzel

Meeting was called to order at 7:17 PM.

Secretary's Report

Emily Johnson

April meeting minutes were approved and posted on the Solon Academic Boosters Club website.

President's Report

Andrea Pitzel

- Presenting a gift to Madhavi Rubbo dedicated to Devon Rubbo.
- Presenting senior parent gifts to Madhavi Rubbo and Jen Schusterman. Thank you to both Mahavi and Jen for all they have done for Academic Boosters.
- Andrea introduced a gratitude table for all the SABC volunteers.
- Date Reminders:
 - Summer reading book sort: Wednesday, 5/24
 - Summer reading book pick-up: Tuesday 5/30 and Wednesday 5/31
- Thank you to the following individuals:
 - Tera Gross and Leah Stream, for assembling the Honor Roll awards.
 - Aidan Pitzel for sorting the graduation medals.
 - Shannon Wong, for coordinating the college essay workshop registrations.
 - Dawn Haynes, for updating membership lists.
 - Madhavi Rubbo and Denise Elliott, for updating the website and running registration reports for the college essay workshop and coordinating the online summer reading orders.
 - Erica Kanj, for completing the Strive for 0.5 Awards.
 - Teanna Pollard, for coordinating the Shining Stars program.
 - Erica Kanj, for updating the monthly budget and managing financial transactions, including the online funds transfers from college essay workshop and summer reading.
 - Emily Johnson, Erica Kanj and Madhavi Rubbo, for the behind-the-scenes operational support.
 - Thank you to our graduating senior parents, who have been an important part of Solon Academic Boosters: Jen Schusterman, Madhavi Rubbo.
- Committee chair updates:
 - Tera Gross: Academic Awards for year-end
 - Lisa Monaco and Candice Walker: Academic Awards for National Merit recognition
 - Shakari Donerson: Academic Teams Support
 - Christa Bomeli: Agendas
 - Shannon Wong and Robin Siff: College Essay Workshop

- Denise Elliott: Technology

Treasurer's Report

Erica Kanj

- Majority of the income is in. We met or exceeded our predicted income amount.
 - Budget for agendas was \$1600, we are just above that for the year. We are at \$100 for next year.
 - Donations at \$1500 for the year; one corporate donation from Progressive, sponsored by Denise Elliott.
- No committee went over budget
- Discussion about using a new system such as Square in the SHS bookstore and for college essay workshop.
- Year-End SHS Event on budget was changed to Year-End Event.
- A motion was made by Jen Schusterman to increase the budget of Year-End Event to \$400.
 - The motion was seconded by Candice Walker.
 - Verbal vote taken and passed unanimously.

Committee Reports

- **Academic Awards/Graduation Medals** Andrea Pitzel
 - ABC provides the following academic awards for senior banquet and awards assemblies:
 - 220+ Graduation Medals
 - 93 Graduation Medals for Academic Excellence, GPA 3.5-3.99 (blue ribbon)
 - 133 Graduation Medals for Academic Excellence, GPA 4.0+ (blue/white ribbon)
 - 600+ Honor Roll Recognition
 - 200 Academic Torch/Letterman (1st year Honor Roll)
 - 250 Silver Lamps of Knowledge, 2nd year Honor Roll
 - 153 Gold Lamps of Knowledge, 3rd year Honor Roll
 - All awards were attached to an Academic Boosters congratulations card.
 - SHS will invoice us for SC letters and torches, which SHS orders and we assemble.
 - Academic Boosters orders and assembles the lamps of knowledge and graduation medals.
 - Academic Boosters introduction during awards assemblies.
 - Students will receive their awards before the end of school.
- **Academic Teams Support** Andrea Pitzel
 - No report
- **Agendas/Student Planners** Andrea Pitzel
 - Submitted next year's cover and back cover with bell schedule.
 - Insert pages with SHS contacts and calendar are due next week to the vendor.
 - Included pre-order of agenda during online summer reading order.
 - Sold 109 online during pre-order with summer reading
 - Ordered 250 for the year rather than 275.

- Will need Signup Genius for sales of planners during freshman orientation, first few days of school in the cafeteria, and potentially during parking permit sales. Will need to coordinate with Patti Holub.
- **Book Sales** Andrea Pitzel
 - Fourth quarter books are still on sale at the SHS Bookstore.
 - Will return unused fourth quarter books after finals, then bill SHS.
 - Summer reading books were available via pre-order on the web from 04/27-05/04.
 - Thanks to those who placed an order for an agenda/book.
 - Summer order communications:
 - Hard copy flier for English teachers at SHS and SMS, and AP History teachers at SHS
 - Electronic fliers for teachers
 - ABC member email and ABC target email (i.e., prior order parent emails, Rising Stars volunteers)
 - SHS PTA sent email via member hub
 - FB post to SHS PTA, SMS PTA, and Academic Boosters
 - Morning announcements at SHS and SMS
 - Student emails via Naviance through guidance
 - SMS principal email blasts the first day of sale and last day of sale helped drive 9th grade sales
 - Difficulty with timing of SHS parent emails (didn't get sent until Tuesday with Thursday order deadline)
 - Consider timing of summer orders for next year: with dates of testing, morning announcements were posted, but not read daily
 - Book sales by class:
 - Greatest number of orders coming from incoming freshman class, showing the impact of principal emails
 - Orders:
 - Incoming 9th: 280
 - Incoming 10th: 151
 - Incoming 11th: 77
 - Incoming 12th: 57
 - Work with Carol Schultz at bookstore to get numbers of students by English class for those on the free/reduced lunch program
 - Additional 143 books for free/reduced lunch students
 - Will be invoiced to SHS
 - Books delivered to SHS
 - Volunteers needed for book sort Wednesday 05/24: volunteers 10:00-12:00; 12:00-2:00 shifts
 - Volunteers needed for book pickup Tuesday 05/30 and Wednesday 05/31.
 - Students will pick up books Tuesday and Wednesday during exam week.
 - Free/reduced lunch order pickup at respective schools.
- **Bylaws** Andrea Pitzel
 - No report
- **College Essay Workshop** Andrea Pitzel
 - Workshop 1 begins 05/17, in the SHS cafeteria
 - Current registration for the college essay writing workshops, as of 05/15:
 - Session 1, 20 students, starts today

- Session 2, 24 closed
 - Session 3, 24 closed
 - Session 4, 24 closed
 - Sessions 5, 6
 - Session 6, 5
- **Corporate Membership** Andrea Pitzel
 - No report
- **Fundraising** Andrea Pitzel
 - Amazon Smile program ended.
 - One last check will be reflected in the May/June budget.
- **Membership** Andrea Pitzel for Dawn Haynes
 - Recent memberships during summer reading orders will be moved to next school year.
 - Target current members and essay workshop attendees for fall membership push.
- **Rising Stars** Jen Shusterman
 - No report
- **Scholarship** Emily Johnson
 - 16 students received scholarships totaling \$10,300.
 - 64% of applicants received a scholarship.
 - Award winners recognized at Senior Awards Program 05/16.
- **Shining Star** Andrea Pitzel
 - Seniors can nominate staff member/coach/advisor who has made a positive impact during their time at SHS.
 - 99 faculty/staff members were recognized.
 - Posted top faculty members.
 - Winners received certificates and candy, the last week of seniors in classes at the end of APR.
- **Strive for 0.5** Erica Kanj
 - 80 students received a goody bag and certificate at the end of April.
 - Will have a final recognition, for those students who raise GPA by 0.5 or greater from third quarter to fourth quarter, after fourth quarter grades are finalized.
 - Certificate only.
- **Technology** Andrea for Madhavi Rubbo
 - Denise Elliott has been trained by Madhavi to take over technology.
 - Recent updates to website: summer reading, college essay workshop.

Unfinished Business

- Open committees for 2023-24
 - Book sales co-chair
 - Fundraising
 - Will need a Secretary next year, who is considered a board position

New Business

- Year-end summer reading book volunteer opportunities for book sort and book pickup

Meeting was adjourned at 8:27 PM.