

# GATE PARENTS GROUP

## DECEMBER 8, 2004 Minutes

Burlingame High, Room 502 7:00 PM

IN ATTENDANCE; Sandi Gabe, Harriete Berman, Bob Silva, Denise Benatar, Alesia Garon, Yuelie Wu

1. Agenda submitted for the meeting with a GATE Parents Contact List. Phone numbers added working towards a complete list.
2. Minutes Approved from November meeting
3. Treasurer's report-Christine Roumbanis - BALANCE \$7, 636.99  
Money from September SAT program still in Victor Chau's possession not deposited. Issue discussed in closed session after the meeting - Coordinated effort by Sandi Gabe and Jeannie Kong to contact Victor Chau will be followed in the next few weeks. Guidance from District will work to resolving this problem.
4. CAG Conference-Harriet Estel Berman
  1. Grants for teacher participation discussed at length.
  2. Cost estimate would be over \$700 for each teacher.
  3. Offer will be made to teachers in the district with the costs divided in thirds  
Approx. 1/3 = Registration will be paid by the District.  
Approx. 1/3 = Hotel will be paid by the GATE Parents group  
Approx. 1/3 = Teachers will pay for transportation and food.
  4. Application and Announcement Forms will be revised to reflect this decision and submitted to Bob Silva for review. Teachers throughout the District will be informed of this offer. Teachers must attend lectures and seminars at Conference. Follow-UP Report to the GATE Parents Group and a modest presentation to the GATE coordinators is planned.
5. Upcoming events
  - a. Returning college student panel at Aragon planned by Linda Wooldridge. Colleges include Colgate, Cornell, UC Berkeley, Chico State. Others planned. Sandi Gabe will check to be sure a local community college is also included.
  - b. Dr. Wrubel 2<sup>nd</sup> session planned by Harriete Estel Berman. Only a few reservations received so far, so e-mail will be sent out before the program as a reminder. GATE will produce handouts to Dr. Wrubel workshop if he provides materials prior to the meeting.
  - c. SAT Preparation Class planned by Yulie Wu with assistance of Sandi Gabe.
    - Books left over from previous class will be counted and new books ordered.
    - Better advertising planned for future SAT class by contacting school college counselors and possibly PTO announcements. Yuelie will work with each Parent Site Liaison to publicize at their respective school.

- Our cost includes instructor cost (3500) and book costs. Better planning is needed to keep this program as a strong fundraiser for GATE Parents. Open to all students in the district.
  - To provide better record keeping for future classes, the class coordinator will produce a class list of those who have registered. The instructor will also provide a class list of attendees that will be used to verify accurate collection and processing of fees. All registrations must be submitted through the district office and not through the instructor. Checks will be picked up at the District office by Yulie.
  - SAT class scholarship discussed. Decision is that since the program is subsidized by GATE parents Group to provide a class significantly below the cost of similar programs (run for profit) no scholarship will be offered. Class is open to all students in the District.
6. District Report
- a. Jeannie Kwong - absent
  - b. Bob Silva New programs at many schools funded by the District such as Poetry Alive, Opera Jam
  - c. 1100 GATE student population
  - d. 296 people still get printed newsletter by mail.
  - e. E-mail advertising for future programs still needed.
7. Newsletter update – Priority is visibility for GATE and GATE programs, reaching out to the GATE student population and parents. Almost 300 parents/students still receive the newsletter by mail at a cost of 120.00 per mailing. The group discussed the desire to invest the money spent on the newsletter to programs for GATE students. Decision: eliminate newsletter in favor of email and website information distribution. Notification to existing paper newsletter recipients is necessary. This will occur in the form of postcard notification.
- 2 postcards** are planned for the beginning of 2005. The postcards will announce the printed newsletter will no longer be sent out to save \$120 per newsletter on postage.
- Parents will be encouraged to sign up for e-mail in three ways 1)with the postcards, 2) at all future programs and 3) on all District GATE correspondence.
8. Looking into one page in the Parent/Student Handbook for next fall. A volunteer is needed for this effort. Alesia volunteered to talk to Mills regarding the process for including the information in the handbook.
- Issues include:
- a. who pays for the printing?
  - b. How the page is arranged.
  - c. Using the one page GATE handout?
8. Volunteers – Not discussed
9. Next meeting- The next meeting will be held on January 12<sup>th</sup> at Capuchino High School.