

2021-2022 First Leland Bridge Board Meeting Agenda

Date: 5/25/2021

Time: 7:30 PM

Place: Online Zoom Meeting

Attendee:

1. Call to order
2. Approve May 4,2021 [Meeting minutes](#)
3. Thanks to all the LB board members for your hard work and dedication.
Congratulations to our new LB Alumni: Hlita and Christine. Best wishes to you and family.
4. Welcome the new board Members.
Please review [2021-2022 board member contact info.](#)
 - President- Angela Hung
 - Vice President- HuiMin Hu
 - Communication coordinator- Annie Huang
 - 9th-grade Rep - Yunyun Jiang
 - 10th-grade Rep- Sherry Yang
 - 11th-grade Rep- Shannon Xue
 - 12th-grade Rep- Joyce Yu
 - Volunteer coordinator- Jenny Shih
 - Parent Club Rep- Nancy Wang, Weihong Zhao
 - School Site Council- Chuan Chuan Wang
 - Treasurer- Monica Ho
 - Webmaster- Anderson Tsai
 - Newsletter Editor- Chengbin Yin
5. Board Members Reports:
 - Parent Club - any update since last meeting?
 - School Site Council - N/A
6. May Newsletter
 - 6.1. Progress
 - 6.2. Voted and approved Newsletter?
7. Financial status
 - 7.1. New reimbursement request from Mr. Park: \$2500 masks budget for Seniors
 - 7.2. [Financial Report 2020-2021](#) Christine already updated in the last board meeting, any change?

7.3. [2021-2022 Budget Proposal](#). Updated 2021-2022 budget proposal, please review it.
We need to vote to approve.

8. Board member transition party. Vote to keep going or cancel.

Time: 6/6 Sunday 5:00 PM (tentative).

Location: TBD, maybe Graystone Elementary School Lunch bench area?

Food style?

- 1) Simple potluck style, each individual prepare his/her own food , drink, etc
- 2) Order take out food, order food and from where

9. Upcoming events for next school year 2021-2022

9.1. **Freshman Orientation on 8/10** (?) at ITC? Not sure what type that school takes place for orientation?

- Plan A: In-person: LB needs to set up booths and need volunteers that day to recruit new families and seminars of 4 Years High School Planning will take place on the same day.
- Plan B: online style:
- Speaker: ask Lei Wang (last year's speaker) first. Backup person?
- Need to reserve the ITC for a seminar and Facility room for board meetings with Mr. Lily or Msr. Dougherty? AI: Annie?
- Update the **Roster list for Freshmen 2025 class** - yunyun, Huimin?

(There will be separate discussions for the following Freshman Orientation topics for details. Below are notes from two years ago.)

1. *Booth setup - Needs 6 board members to help:*
2. *Set up and mend booth outside cafeteria*
3. *Sell LBN tickets and get parents to join LB*
4. *Lead parents from Freshmen orientation at the cafeteria to go to ITC for 4 year seminar*
5. *Make a poster for the seminar and promote the event*
6. *Who can make a reusable poster? post some LBN pictures, LB events pictures. Also post registration scan barcode and Leland Bridge WeChat Group barcode on it.*

9.2. **Welcome BBQ (8/21/2021)**

- Look for clubs introduction student speakers for Freshmen in BBQ party, AI: HuiMin
- *Past experience info (As reference):*

1. *Freshmen Welcome BBQ/Potluck on 8/17/2019 at Greystone Park. Time: 12:00 pm*
2. *Need 2-3 people put the reserve sign on the table and use Caution tape to reserve the area on Friday night*
3. *Student speakers from school clubs/sports team:*
 - a. https://drive.google.com/file/d/1BBEfLcpTEVkkCSJiCWG_ACROXvO_VOqpD/view?usp=sharing
4. *Board-members: speaker recommendations are much needed!*
5. *Class representatives from each grade to invite people (need to remind people to bring dish to share)*
6. *Meal planning for the BBQ/Potluck*
7. *Purchase/marinate chicken (3-4 parents to prepare 10 lbs each)*
8. *Will discuss at the Aug meeting regarding other dishes/drinks etc.*

9.3. New Teachers Welcome package (A separated discussion later for details. Below are the notes from two years ago.)

- New teachers welcome package-- Need to confirm # and name with school. AI:?
- Need 1~2 people to buy the new teacher gifts?
 - Including: File Storage Plastic Box / 4-pack Expo Low odor dry erase marker/Kleenex Tissue/etc... Details will be sent by email.
- Staff envelopes

9.4. Leland Bridge Night

- Tentative date: 2/5/2022 (Chinese New Year is 2/1/2022), need to be confirmed with Speech & Debate schedule.
- Do we need to get **2022 LB ticket design** first? Joyce contacts Tian Lin again?
- Price for this year?

10. Leland Bridge meeting schedule for school year 2021-2022

1. General LB board meeting: First Tuesday of each month except July
 - ★ Aug 3rd, Sept 7th, Oct 5th, Nov 2nd, Dec 7th, Jan 4th, Feb 1st, Mar 1st, Apr 5th, May 3rd, May 31st
2. LBN Planning Meeting: Dec 14th, Jan. 4th?, Jan 11th, Jan 18th, Jan 25th, Feb. 1st
3. Three seminars:
 - ★ Freshmen Orientation: High School 4 year planning
 - ★ Fall Seminar: In charged by 11th and 12th grade parents reps
 - ★ Spring Seminar: In charged by 9th and 10th grader parents reps
4. Two appreciation events:
 - ★ Teacher's Appreciation Luncheon (Nov.)

★ Halloween Treat (Oct.)

5. Two LB newsletters publish (Dec. and May.)

11. Tentative schedule for Leland Bridge events:

- 8/10/2021: Freshmen Orientation Seminar
- 8/21/2021: Freshmen Welcome BBQ/Potluck
- 9/XX/2021: Back to School Night
- Oct/Nov/2021: Fall Seminar
- 11/XX/2021: Teacher's Appreciation Luncheon
- 11/XX/2021: Nov's Newsletter
- Dec/2021: LBN auditions
- 1/XX/2022: Incoming 9th graders Information Night
- **2/5/2022: Leland Bridge Night (need to double check with Speech & Debate schedule)**
- 3/XX/2022 LB Volunteer Appreciation Luncheon
- 4/XX/2022 Spring Seminar
- 5/XX/2022 May's Newsletter
- 5/XX/2022 Board Members Transition Party

12. Next Board Meeting Aug 3RD, 2021