

2018-2019 Fifth Leland Bridge Board Meeting Minutes

Date: 11/06/2018

Time: 7:30 PM

Place: Faculty Dining Room

(Attendance: Kathy, Joyce, Selina, Tracy, Yan Rong, Lei Wang, Alice Chen, Stella, Jennifer Ang, Vivian Meng, Mike Wang, Annie Bi, Christine, Winnie, Meng Li)

1. Call to order
2. Approve Oct. 9, 2018 [Forth meeting minutes](#)
(Mike first & Lei second)
3. **Teacher Appreciation Luncheon on 11/16/2018**

Review [Sign Up from Google doc](#)

Which board members can attend the luncheon - All except Mike

Set up/ Greet staff-direct traffics/Serve meals/Clean up

Print invitation - Jennifer

Send invite to teachers/staff - Joyce on 11/12

Print labels for each dish -- Annie

Central pieces decoration - Annie/Alice

Raffle prizes:

gift cards from Peet's/ Starbucks Or 4X \$20 Amazon gift card or 4X 2 Movie tickets from Costco (\$18/per pack). Budge \$150

[Will use the remaining gifts from 2018 LBN raffles – \(2\) \\$20 Legend Pizza gift certificates; \(2\) \\$25 Whole Food gift certificates; plus Lei will buy \(5\) \\$20 Peets Coffee gifts cards from Costco.](#)

Prep items: water dispensers, White plates. -- how many we need? 2

Bring utensil (big spoons, food tongs 夹子,)

Buy cold water cup, paper plates from costco - Done

4. November Newsletter update.

First draft date: [\(due end of Oct.\)](#)

Send review back date:

Publish date: [11/21](#)

5. Financial / LBN tickets report

6. **LBN preparation**

[Watch out for schedule conflict with S&D, or FBLA](#)

[Alice: reminded the principal to include LBN promotion in his monthly email to all parents.](#)

- 6.1. Programs: Encourage performer and MC audition sign up

- How to recruit student volunteer?
- Chief email sent on Sun 11/04, starting promote in each Wechat groups.
- Especially, encourage 9th grader to perform and volunteer

MC possibilities – Yan, Rong's son (Confirmed later on Wechat 11/7; will sign up)

6.2. Finale dance: update from Jennifer (Most likely will go with Annie's recommendation – Kung Fu Panda 3 theme song)

Lead possibilities – Daniel Man? Kailyn, Andy Liu? Cassidy? Annie – will ask Melisa.

6.3. Lion Dance: Lion dancers Mike in charge. Can Rong/Christine help during training time?

Mike: enough people this year; need to recruit for next years (backups: Tim Sun (Li, Meng); Victor (Joyce); Andy Liu (Yan, Rong))/ Practice time: Xmas break

Other program discussions: Yan, Rong's son – can Jazz Band provide a program?

Promote the message of Jazz Band program in WeChat groups

Alice: ask Haylie if she can put together a program

Jennifer Ang: Maria's daughter (Elaine Huang) – MC?

Alice: Eric Zhang & Calvin to put together a duo for drama?

Dancers: Kailyn, Benson's sister, Jennifer Ang's recommendation

Joyce to put together a list for board members to sign up potential performers

6.4. Dinner Box - restaurant and menu (Lin's Garden or discuss new options)

Bento box suggestions: Alice: price – last year \$8.5; this year \$9 - \$9.5 acceptable; Samples?

Selina – been to Restaurant Depot but wasn't too impressed by its selections.

6.5. Raffle Prizes, Auction items – update from (Ying, Selina, Stella, Meng, Tracy)

Selina – Already sent a letter to Costco and AVAC

Alice – all 5 members can split up the online submission load

Tracy – can help organizing; don't force door-to-door fundraising upon board members

Selina – online and door-to-door donations can still go on but with less pressure

Selina to lead the online request;

6.6. Ticket Sell: Start pushing for ticket sell (think about teachers that you want to invite)

Winnie – please update the shared doc when tickets sold

Kathy to send invitations to previous principals

6.7. Program booklet: Start selling ads (pricing for Front inside, Back side, Back inside, color vs black/white)

Lei - \$500 front and back cover page; \$300 back page; inside \$200(whole page; color)

To get update from Lei? Lei will ask Elton from Illumin?

- 6.8. Ideas for Grand Raffle Prize
- 6.9. Recruiting parent helpers for (Lighting, photographer, videographer)
- 6.10. Others: Communication for the mandatory parent meeting (letter from Joyce and Annie)

7. Halloween Treats delivered: Special Thanks to Joyce and Meng.

8. Update from Meeting with Principal - Details update from Lei.

1). Measure H:

The guy worked on this has resigned. Mr. Park is working on this to make it live again. including bike rack, water bottle fill stations, monitors with video controller, and pamphlet holders for career center.

2). Measure Y: will create an Ad-Hoc committee to see how to use the fund. Total around \$48K. need to use the money on instructional materials such as library books,..etc.

3). A report to show the statistic of Hispanic male the improvement on SAT.

4). Bad traffic cause safety issue

9. Update from Parent Club/Charger Account

10. Update from School Site Council

11. LBN planning meeting - 12/18/2018

12. Next Board Meeting - 12/4/2018 7:30 PM Location: FDR