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| **University High School Boosters Meeting** |
| ***9/7/2021*** |
| **Agenda:** | * Welcome/Call to Order
* Officer and Administration Reports – 20 min
	+ President (Jennifer McCarron)
	+ Vice President (Angela Null)
	+ Secretary (Stephanie Checchi)
	+ Treasurer Report (Teri Wilson)
	+ Administration Report (Andrea Markert)
* Committee Chair Messages & Reports – 20 min
* Old Business – none
* New Business – none
* Adjourn
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| **Notes** |
| **Call to order/Roll call**Meeting called to order by Jennifer McCarron at 6:30 pm on 9/7/2021.**Officer Reports**

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| *President* Jennifer McCarron | **Welcome to our first Booster’s meeting of the new school year!** THANK YOU so much for coming! For those of you who are new to Boosters – it might be helpful to understand our goals and it’s a good idea to start the year off with these to keep us focused:According our ByLaws- The objectives of UHIGH BOOSTERS is:* to provide financial support and volunteer assistance to the U-High cocurricular activity programs—dances, prom, teams, groups
* to promote positive relations and involvement between parents, students, and school= our students and families can have the best experience possible.

And, as I mentioned at the open house...it takes all of us to do so! We’ve got amazing parents and volunteers that help us make this happen!  .**Today we will introduction our officers and committee chairs – will provide reporting on their area of responsibility.**  Link to the officers and committee chairs can be found on our website: [Committee Chairs – U-High Boosters (ilstu.edu)](https://www.uhigh.ilstu.edu/blogs/boosters/home/contact/) - here all of our contact information can be found. * Introduce Executive Board:
	+ **Vice President (Angela Null) ,** works at State Farm – outstanding person and leader, as VP Angela takes on a duel role and helps to be a leader in the areas of Fundraising. We appreciate Angela and everything that she does!
	+ **Secretary (Stephanie Checchi),** Stephanie – I got to know Stephanie through boosters and UH – when I realized that I was coming on – that was my disclaimer – that I would do it if Stephanie would stay because she’s amazing – more than the Secretary – but supports everything we’re doing here – THANK YOU Stephanie for all you do.
	+ **Treasurer (Teri Wilson**)- Teri makes sure literally – that everything is accounted for! Her and her husband met at UHIGH and literally bleeds Gold and Green – I can’t tell you how lucky we are to have her on the board and during her final year – we're going to have – **Megan Brent,** shadow Teri this year, so she can learn the ropes and take over next year. Thanks to you both for working together! Also...thanks to the many who expressed interest in the role.
	+ There are many opportunities to help in financial areas and if you did reach out … we will be asking for help in different areas as needs come up.

.**Committee Restructuring/Announcements**Covid did a number on some of our committees! Many needs! It’s just been a while since some things have happened normally! Don’t want to make anything too much for any one person – restructuring of two main committees: **1 - AFTER PROM – APRIL 30/MAY 1** -BREAKING INTO 2 committees 1) AFTER PROM / LOGISTICS & PLANNING 2) CASH BASH PROM + FUNDRAISER – this will take place of smaller fundraisers – wreaths and others things we try to do throughout the year = will be for prom and for boosters and will involve the whole school – not just prom.  -Thanks to Teri Wilson who has stepped in as Interim Prom Chair and Booked Horton Field house, numerous inflatables, and done an amazing job our After Prom planning is well under way!!-We have several people indicated they would help, however with the new restricting we will get very specific with needs and ask for sign-up and involvement. We will appreciate your involvement, help and participation to make this a success! . **2 - Faculty/Staff Appreciation** -We found out that we were asking too much – of too many parents, too often. So we’re looking to consolidate our asks – but also do it in a more modern way!! **We are excited to share that we will be promoting Alumni Association Homecoming Social – dinner (Avanti’s before game)*** + This takes place on Friday October 8th before the homecoming football game and takes place in the Horton Field House
	+ We will have spirit wear there as this is an opportunity for us to boost our sales
	+ We we’ll have Gold Rush tickets on sale
	+ May be asking for some volunteers to help with the event as well
	+ We’ll be promoting the event and calling for pre-registration so they can get an accurate food count – look for information to come out on that later this week. Save the date – and that evening before homecoming game – plan on dinner with alumni they’d love to have you – will be a great time. You don’t have to be an alumni to attend!

**Future Booster Meetings** * + From a clubs, activities and sports perspective, Wednesday evenings are usually lighter on events.
	+ Moving forward we propose that we move our Boosters meeting from the first Tuesday to the first Wednesday of each month. The schedule is as follows:
		- Tuesday September 7
		- **Wednesday October 13** (Note this is pushed back to the second week due to Homecoming activity conflicts the week prior)
		- Wednesday November 3
		- Wednesday December 1
		- Wednesday Feb 2
		- Wednesday March 2
		- Wednesday April 6
		- Wednesday May 4
	+ We have presented this information to our Boosters board, including all committee chairs. Who have agreed and would love to move forward. We would now like to move forward with discussion around the topic. Are there any questions? We have decided that we will have all meeting in person, not virtual, as per the bylaws – to promote positive relations and involvement between parents and the school – as we think the best way we can do that is in person. It’s just too hard for us to do that on zoom when most people want to do be here. Discussion?
	+ Motion to move meeting dates by Michelle Cervantes, seconded by Julia Heller. Upon formal vote, all Boosters attendees were in favor.

Few Reminders before we go on to other reports is that all prior to our board meetings, all committee members will be emailed a google doc – a week prior to the meeting and asked to submit your report, we appreciate you submitting that to us in a timely manner. Also, this information will be available on the booster website – so everything here tonight is documented and saved. * Committee expectations
	+ Prior to each meeting, please email Stephanie Checchi with your committee report at stephanie.checchi@yahoo.com
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| ***VP (will also include fundraising update)****Angela Null* | * **Fundraising/VP Report**:
* I’d mention run all fundraising efforts by boosters – we're here to help you – promote, support, and succeed!
* If your club is looking to do a fundraiser, please let us know by completing [**request form**](https://www.uhigh.ilstu.edu/blogs/boosters/wp-content/uploads/2019/08/U-High-Fundraising-Event-Approval-Request.pdf)online.
* Check out the [fundraising site](https://www.uhigh.ilstu.edu/blogs/boosters/fundraising/) within the Booster’s site
* We have many online programs you can utilize
* Look on FACEBOOK for new promotions on the horizon!
* We are here to support our U High Organizations including clubs and teams and other student groups.
* Reminder that if sports or clubs want to request a matching donation or Grant from Boosters please submit the online request using this link:
* [Forms | Illinois State University](https://forms.illinoisstate.edu/forms/boostersform)
* In order to vote on requests at the next Booster’s meeting, please ensure they are submitted at least one week prior to the upcoming Booster’s meeting.
* Sedexo is an opportunity through ISU if you’re interested contact Angela Null.
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| ***Secretary***Stephanie Checchi | * Please state your name when you are motioning to approve as there are lots of new faces this year and the masks don’t help.
* If you ever need any updates to the agenda, please don’t hesitate to reach out to me.
* For our Boosters chairs, Jennifer mentioned in an email, but if you could please ensure I get your updates at least 2 days prior to the Booster’s meeting, that will be immensely helpful. Stephanie.checchi@yahoo.com
* Confirmed that we will go forward with sending committee leads the access to the OneDrive to provide their updates directly to the Boosters Agenda.
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| ***Treasurer*** Teri Wilson | * See treasurer report attached at the end of this document.
* $50489.39 is the current balance between Busey main account, foundation account and After Prom account. Detailed breakout of income and expenses is listed below.
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**Administration Report *(Andrea Markert – Principal)**** We’re happy to be back in school right now. Everyone still seems happy to be back in school.
* We are doing everything we need to do to keep our kids in school the entire year, in person
* 82.2% of the students are vaccinated. These high numbers allow us to prove herd immunity and hopefully will allow us more activities.
* Students who are not vaccinated must either participate in weekly Shield testing (or testing through a private vendor) or they cannot participate in any extracurriculars.
* If your child is vaccinated, we recommend you still sign up for Shield testing. If you’ve opted in, they can administer the Shield test and the results come back very quickly (about 2 hours). Otherwise if your vaccinated student is ill and they’re not signed up for Shield testing, they will be required to go to a private provider for COVID testing.
* Cannot eat or drink anything for an hour prior to Shield testing. Hoping to start this within the next couple weeks.
* If your child is not vaccinated, you’ll receive a specific date of the week when they will be tested.
* Get your Shield Sign up done by Friday if possible.
* HOMECOMING – all details will be shared in this Sunday’s email
	+ Homecoming WILL take place
	+ Outside guests still TBD
	+ Powder Puff game and Male Volleyball will still take place
	+ Hoping to have Pep Assembly but must be outside
	+ Can go with a date or in groups. No formal dress code.
* This Thursday is Run, Hide and Fight drill – where we are teaching students safety and the possibilities for Run, Hide and Fight scenarios. They will pair up as classrooms and talk through how they would handle the scenario in their classrooms. This prepares our students in the event something were to happen.
* Parent Teacher Conferences will be September 29th. Not sure yet whether they’ll be in person or online or a hybrid approach.
* Barbara Meyer is the interim superintendent. Hoping to get this position filled permanently before we break for the winter holidays.

**Committee Reports**

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| ***After-Prom*** ***TBD – WILL HAVE MULTI LEADS***  | **Purpose:** After-Prom provides a safe place for the students to go after the dance.* We are splitting After Prom into two sections:
	+ After Prom Planning Committee
	+ Cash Bash general funds
	+ We had parents volunteer to assist with fundraising opportunities and in order to make this successful, we’ll be reaching out to our contacts to bring you in and help us.
	+ Will be held at Horton Field House. Red Bird was not given as an option for this year.
	+ Teri Wilson stepped in and is trying to secure Horton field for After Prom. A huge thanks to Teri for making this happen. She is also working on securing vendors while we find a full term committee lead.
* Prom will take place April 30th – May 1st
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| ***Cash Bash/FUNDRAISER for PROM AND BOOSTERS****Name TBD* | **Purpose:** To plan and execute the Cash Bash event. - THIS YEAR'S GOAL WILL NOT ONLY BUT TO HELP TO SUPPORT THE PROM BUT ALSO TO WORK AS A ALL OVER FUNDRAISER FOR BOOSTERS WHICH SUPPORTS ALL UHIGH CO-COORICULARS  |
| ***Gold Rush Raffle****Julia Heller**Terry Ogunleye* | **Purpose:** To coordinate the raffle which is one of Boosters largest fundraisers.* Tickets were mailed out LATE compared to prior years’ Booster mailings (we usually prep in March/April and send in early June).
* Revenues in 2021-22 are higher than 2019-20.  2020-21 was unusually low assuming due to COVID and lack of being in school and connection.
* Conclusion might be that LATE mailing led to a higher % return of tickets.
	+ Tickets right there at home when you have to come in for registration.
	+ Can’t forget or lose.
* Review financial #’s and ticket sales below
* I cannot find financial #’s before 2019-20 when we started tracking (Terry and I have been doing this since spring of 2017), but I do remember ticket revenues in my notes were greater than $11,000.  In 2018, I wondered if the Gold Rush was running its course, but 2019 was a good year with a bit of publicity (skyward & Facebook) and strategic planning related to including two books of tickets in families envelopes with multiple students.  The year we did that, we received at least 10 checks for $200 which increased revenues $2,000.
	+ Keep that in mind in future years.  Those extra $200 checks were basically a 10+% increase in revenue.
	+ This year we have had 4 - $200 checks.
* I have been told 7 years is the useful life of a fundraiser.  However, the Gold Rush has been around since at least 2011 and we don’t see it going away.  Probably because our donors are constantly changing.
* 2021/22 School year is looking great.  In general a few more tickets trickle in after our first meeting, but don’t expect to sell much more than a few hundred dollars at this point unless we come up with a major marketing push due to need. Expect this to be a higher profit year as we shouldn’t be purchasing tickets.
* Need a count of unused tickets to help estimate when more tickets will need to be purchased.  I don’t think we will need to purchase for next year but need to verify.
* This is the last year for Julia and Terry. Start thinking now about onboarding new chairs. Want to make sure information is available to our successor.  I do suggest dividing and conquering so two friends would be great!
* If anyone is interested in shadowing us we’d be happy to start working with you.  This is the lowest time commitment highest return fundraiser I have worked on and I’ve been involved with school fundraising for almost 20 years.  And it keeps being successful.  I think there are ways to make it more successful, but right now it’s still working.  Dividing the time between two worked well for us and our predecessors.  It’s an important role, but dividing the time keeps the commitment manageable.

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| ***As of 9/6/21*** | 2021-22 | Comparison |
| Date | # tickets | Deposit | YTD Total Tix | YTD Total   $ | Monthly Total | 2020-21 | 2019-20 |
| Registration | 251 | $        5,020 | 251 | $        5,020 |   |   |   |
| 8/17/2021 | 146 | $        2,920 | 397 | $        7,940 | Jul/Aug |   |   |
| 8/27/2021 | 102 | $        2,040 | 499 | $        9,980 |        9,980.00 |  $               5,980 |  $        6,320 |
| 9/6/2021 | 35 | $           700 | 534 | $     10,680 |   |   |   |
|   |   |   |   |   |   |   |   |
| Total |   |   |   | $     10,680 |   | $               8,440 |  $     10,040 |
| Net Income |   |   |   | $        7,555 |   | $               4,083 |  ? |
|   \*\*\*   expenses include printing of tickets and other admin, raffle license, bond, prizes ($2,900/year offset by checks that are not cashed or donated to Boosters) |

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| ***Directory****Mercy Davison* | **Purpose:** To provide a listing of all U-High students & families for reference.* First edition of directory was sent out the week of August 23 and final edition week of August 30.
* Many people errantly clicked a button to opt out of the directory. Mercy will be working with the office to see if we can clarify this in the future.
* Mercy changed the column names from “Father” and “Mother” to “Parent/Guardian 1” and “Parent/Guardian 2”. This makes the titles a bit more inclusive
* Mercy will be looking for a replacement for next year. The total time commitment is about 8 hours and the person needs to be familiar with Excel and very detail oriented.
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| ***Faculty/Staff Appreciation (FSA)******WLLL HAVE MULT LEADS*** | **Purpose:** To provide meals and gifts to the faculty/staff to show our appreciation. This may include late start breakfasts, parent-teacher conference dinner, and freshman testing dinner. Additionally, gifts will be provided at the holidays and teacher appreciation week.* We have an awesome list of volunteers willing to participate in this committee, but we are still in need of a chair
* We are restructuring this committee to make it easier for the committee lead, as well as for you, as parents to donate. We are still working through these details.
* As a Boosters organization we have fully redesigned this committee. We know that as parents you’re all busy and planning and executing these events can be time consuming
* Moving forward, we will be soliciting fund donations from all parents to help us purchase meals for the teachers.
* We plan to do two late-start breakfasts in the fall (October and December), plus two late-start breakfasts in the spring (February and April)
* We will be providing the staff with a meal at parent teacher conferences this fall and also looking to collect gift cards for the staff for the winter holidays as well as teacher appreciation week.
* We have about 70 staff to account for.
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| ***Fundraising****Angela Null* | **Purpose:** To organize and coordinate fundraising for all sports, teams and booster programs. The Fundraising committee exist to support groups/organizations at UHigh raise funds – and do so in a way that is in-line with all policies and procedures. We do have to be involved/have knowledge of all fundraising activity – and am hoping this year that we can make that easy and also help groups better promote their events.  Here’s how we can help: * We are here to support our U High Organizations including clubs and teams and other student groups.
* Reminder that if sports or clubs want to request a matching donation or Grant from Boosters please submit the online request using this link:
* [Forms | Illinois State University](https://forms.illinoisstate.edu/forms/boostersform)
* In order to vote on requests at the next Booster’s meeting, please ensure they are submitted at least one week prior to the upcoming Booster’s meeting.
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| ***Hospitality*** *Heather Brown and Laurie Dunn* | Purpose: To provide a welcoming environment along with food/drink for our 3 hosting events: 1) Open House in September, 2) Prospective Student Open House (usually in January), and 3) Freshman Testing in April * 2020/2021 UHigh Hospitality Committee has 64 volunteers and will host 3 major events this year:
	+ Open House (just last week)
	+ Prospective Student Open House (January 26)
	+ New Freshman Testing (April 27)
* We provide drinks and cookies for all events.  For New Freshman Testing we also provide healthy snacks along with a small dinner for the teachers and staff.
* All events are run by the volunteer parents and all food is donated.
* Open House was a welcomed event since we haven't been in the school for almost 20 months.  We did have a lot of cookies remaining since only one parent was asked to attend but we gave what was left to the teachers and staff.  We will need to consider this change moving forward as the numbers served may be different than in previous years.
* Will also be rethinking serving of food with Covid. At Open House they individually wrapped the cookies to ensure safety for guests.
* We actually can make homemade baked goods for the school.
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| ***Hospitality (For Dances)****Katy Kraft**Beth Sauser* | **Purpose:** To provide hospitality to our dances (back to school, black-light, and Class Night dances)* Thanks to everyone that stocked the snacks for the back to school dance.
* They will be prepared to provide snacks for homecoming as well. Please make sure to sign up when you see that donation email.
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| ***Parent Support Network (PSN)****Chris Grieshaber* | **Purpose:** The PSN is parents working with and helping other parents address issues that affect us all by having events on different pertinent topics. * Chris is doing a survey that will be going out in the next week to see what parents want to know about.
* He’s also looking for a few interested parents to meet with him and help connect to the right topics and be a part of the committee that connects parents to resources.
* Suggestion: might be good to have resources for new parents to help onboard them to the school and help them understand the school, the layout, and even the culture of the school. May look to build some of this on the Booster’s Facebook page too. Can feed this from PSN to the Booster’s site.
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| ***Spirit-Wear****Kacy Rader**Michelle Cervantes* | **Purpose:** The purpose is to sell spirit wear and take proceeds to boosters as well as to promote U-High spirit in the community. * The last order is in.
* We will be passing them out tomorrow, 9/8/21 in the senior parking lot from 3:45-5:30pm.
* We will be doing another order before Christmas.
* Sales for the order were $11399 and profit was $1477
* We will follow up with the committee and get them to sell at football games moving forward.
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| ***Recognition – Good For U Award****Katy Kraft**Beth Sauser* | **Purpose:** The purpose of the Good for U Award is to recognize a student for contributions made outside of traditional academic and sports accolades. This may include acts of kindness, outstanding effort, resolution of issues, etc. Nominations may also be done for teachers & administrators for their contributions. * No nominations were submitted for August
* The nomination form is online and it’s promoted throughout the school.
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| ***Website/Social Media****Kelli Kiefer* | **Purpose**: To ensure we have a positive presence & info available on our Website. * Let Kelly know if you want something posted on the website or on the Boosters FB site.
* Please like posts on FB – the more we like the posts, the more the posts appear at the top of FB.
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**Representative Reports**

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| ***Band****Jennifer McDade* | * Great band camp
* Staff is doing great with protocols
* Loved having the band stay and play for the whole football game
* They marched in the Labor Day parade on Monday and did terrific!
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| ***Choir****Laura Jennings Mitchell* | * Trying to do a senior trip to Chicago over spring break
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| ***Dance*** |  |
| ***Orchestra****Jani Hall* |  |
| ***Orchesis*** |  |
| ***Speech*** |  |
| ***Theater****Holly Pfister* |  |
| ***Sports/Clubs*** |  |
| **STEM***Ashish Sawhney* |  |
| **Girls Golf** | * Congrats to the girls who just won Inter-City Golf tournament! All 6 of the girls placed in the top 10!
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| **CHEER** **Jennifer McCarron** | Cheer – Mums sale was successful working with Owens nursery. Will be handling WREATH SALES and selling to whole school. Also planning a dine to donate and a hyvee bagging groceries night. They’re working hard to get new uniforms for competition that are very expensive.  |
| **Advisory Council** |  |
| **Boys Soccer** | * The Varsity team have had a busy year so far.  Their record is: 2 wins, 3 losses and 1 tie. (their game against CCHS is this afternoon so there may be an update) Some of these games have been intercity. They are a relatively young team this year and have stayed in every game.  I think they will have a good season!
* The team has stayed relatively heathy so far and we are thankful for that.
* ISU has been maintaining the pitch this year and the coaches are really happy with it.
* The team had a successful fundraiser this summer. They raised $10,500 which will go towards training equipment, nets, field equipment and possibly new uniforms and cold weather gear.
* When I asked the coaches if they wanted me to report anything at this meeting, they said in a somewhat jokingly way, "We need lights!"  So I thought we could at least start a conversation here.  There are only so many hours of daylight for a weekday game and a typical soccer game lasts for 1hr 30min.  To ensure they get the full Varsity game in, they start playing before 4:30pm. At the beginning of the season on a hot day, the game is played at the heat of the day. If their field had lights, on those hot days they could start their game later or have Varsity play 2nd. Also, as the days get shorter, it sometimes penalizes the JV team who doesn't get enough daylight for a full game. This is not something that Boosters would support – it’s more facilities done through the school and ISU.
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| **Girls Swimming** | * Had first meet last week and two more this week and they’re doing awesome
* Providing snacks and such to students so they’re self sufficient
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| **Boys Football** | * Numbers are up
* New coach is full of enthusiasm and focusing on being a team
* The players are taking multiple meals together and are doing great supporting one another
* Think there’s about 20 freshman players
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**Old Business*** Audit was conducted. No exceptions, no concerns. Thank you Teri and Julia for conducting this!

**New Business****Adjourn*** Motion to close: Kelli Kiefer; Seconded by Aslihan Spaulding.
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|  **Attendees:**  | Andrea Markert, Teri Wilson, Angela Null, Jennifer McCarron, Stephanie Checchi, Heather Brown, Michelle Cervantes, Beth Sauser, Kelli Kiefer, Joanne Pacetti, Jennifer McDade, Dawn Miller, Julia Heller, Laura Jennings Mitchelle, Collete Fung, Laurie Dunne, Ashish Sawhney, Genny Petersen, Grace Park, Lorraine Watson, Emilie Karun, Aslihan Spaulding, Megan Brent, David Carpenter, Grace Pagowske |
| **Treasurers Report:** |