

PAB Academy of Finance
Advisory Board Meeting Minutes
January 13, 2015
PHS Career Center

In Attendance: Tom Fiormonti, Michele Halopoff, George Martinez, Raul Pickett, Debbie Prescott, Brad Rohrbach, Dennis Sexton, Julie White, Kailani Knutson, Kate Brackley, Gordon Young, Jose Valdez, Sam Aunai (Guest from Porterville College).

1. Brad Rohrbach opened meeting at 4:10 PM, and welcomed everyone, and thanked everyone for coming. He asked that everyone introduce themselves.
2. Review and Approval of Agenda:
Motion: Dennis Sexton, Second: Tom Fiormonti, ALL IN FAVOR.
3. Review and Approval of Minutes
 - (a) from November 18, 2014 (lack of quorum at 12/9/14 meeting):
Motion: Dennis Sexton, Second: Jan McKinley, ALL IN FAVOR.
 - (b) from December 09, 2014:
Motion: Dennis Sexton, Second: Jan McKinley, ALL IN FAVOR.
4. Review and Approval resignation of Deborah Sierra from PAB Advisory Board:
Motion: Tom Fiormonti, Second: Jan McKinley, ALL IN FAVOR
Note: Deborah's duties at TCFCU have increased. She will still participate in events, and be involved in the TCFCU branch on campus.
Jan asked if a Thank You letter can be sent to Deborah for all of her work. Brad agreed; Debbie and Kate will get one out to her.
5. Review and Approve Gordon Young, Director of Branch Operations, Finance & Thrift as new member of PAB Advisory Board:
Motion: Jan McKinley, Second: Dennis Sexton.
Gordon was welcomed by all; he will be a great addition to the board.
6. Nomination for Advisory Board Vice-Chair:
This would be a replacement for Tom Zarate, who has been out.
We will wait until next meeting in order to confirm with Tom Zarate that he won't be coming back. Michele suggested that an email be sent to everyone with a sense of urgency that this position needs to be filled.
7. Academy Director's Report – Michele Halopoff:
 - a. Money Smart – Gordon Young and Rafael Rogel from Finance & Thrift began the four-day workshop with Michele's senior classes. Because the Library/Media Center (LMC) is not completed, they had to present the same information twice during 1st and 2nd periods. They will present again in Michele's classroom on January 15th. Hopefully the LMC will be available for the last two days (January 26th & 29th) so that we can have a two-period block for both classes at the same time.
 - b. Zonta Club presentation today went well. Jessica Flores and Lori Lemus presented, and shared Maria Torres's part since Maria is in Mexico this week. Michele said the girls did a fantastic job, and that the Zonta Club members were very interested in helping the academy with projects, mentoring, interviewing, etc.
 - c. Senior Mock Interview workshop will be led by Debbie Prescott next week on Tuesday and Wednesday, January 20th and 21st. Unless the LMC is open, the workshop will take place in Michele's classroom during 1st and 2nd periods.
 - d. Senior Mock Interviews will take place on Tuesday and Wednesday, January 27th and 28th. Hopefully the LMC will be ready and we can set up the interview stations in there.

Kate passed around a sign-up sheet for interviews. A few board members signed up. Others have to check their calendars and will get back to us. Debbie is going to make some inquiries at Sierra View Medical Center and several service clubs to see if she can get some volunteers to interview.

- e. Junior Mock Interviews are scheduled for Wednesday and Thursday, February 18th and 19th. Michele mentioned that the Pathways Office is in charge of this. We have reserved the LMC, but they will arrange everything else.
8. PAB Advisory Board By-Laws:
 - a. It was briefly discussed, with the thought that we didn't need to change anything. It was decided that we would address it at the next meeting.
9. Financial Institution progress:
 - a. Raul Picket drew up a Letter of Intent.
 - i. Motion to send letter to TCFCU: Jan McKinley, Second: Dennis Sexton, ALL IN FAVOR.
 - ii. It was agreed that it should have a letterhead; choices are PUSD, PHS, and PAB. It was discussed and agreed that the PHS letterhead should be used.
 - iii. Kate will put the letterhead on it, and obtain Jose Valdez's signature and send to TCFCU, Attn: Philip Clarey, Executive Officer.
10. Subcommittee Reports:
 - a. Curriculum & Evaluation: Jan and Raul said there has been nothing new since they've been working on the Financial Institution project.
 - b. Marketing & Partnership:
 - i. We need to check with Deborah Sierra to see if she's made reservations for the Freshman Kick-off, the date and venue, etc.
 - c. Internship & Scholarship:
 - i. Our academy is growing, so in the next couple of years, there will be an increase in the number of students needing internships. Michele mentioned that we have 57 seniors now, and 66 juniors, but the sophomore and freshman classes are in the 87-90 student range.
 - ii. Brad thought that we should check with service clubs to see if we can get offers for internships.
 - iii. Brad asked if PAB has a "flyer" or some kind of form to give to businesses interested in providing internships. Michele said that we would come up with something.
 - iv. VITA – Training is every Saturday in January. Tax service starts the 1st Saturday in February. Students will work through April 15, 2015 to help people with their taxes. Michele and Julie said that about 20 students applied, and others applied online, so they're not sure exactly how many. Michele mentioned that PAB could fill all positions for the VITA tax season. Raul said that there should be a VITA sign on our campus.
11. Upcoming events:
 - a. Mock Interviews – already addressed in Director's Report
 - b. Mentors Conference – in May, 2015 at the Nazarene Church.

➤ NOT IN AGENDA: Jose Valdez said that the pathway application deadline was last Friday (Jan. 9th), and that PAB has the third largest amount of applications, behind LEG and PAHS.
12. Next meeting: February 10, 2015 in the PHS Career Center.
13. Meeting adjourned at 4:44 PM.