

**April 20th, 2015**

Meeting began at approximately 6:07 p.m. and adjourned at approximately 7:45 p.m.

In attendance: Zeke Lopez (Athletic Director), Sarah Whitmer, Yasmin Wofford, Kari Finch, Loree Bruckmann-Harmon, Stephen Dunkle, Michael Saaf, Marilyn Cassin, Soo Sim and Allan Maris

**(Bolded items = actionable items)**

- I. Approval of PAHS meeting minutes from March 9th, 2015. Minutes were approved as written.
- II. Update on Football Security Discussion from Administration
  - A. Zeke continues to meet with AHS Administration. Zeke is creating a job description and standard procedures for the security role. In the fall, Zeke will hold in service trainings for all teachers performing the security role at athletic events.
  - B. Financing for raising the fence is not an option at this time.
  - C. Lights in the parking lot will be fixed by football season.
  - D. There is a possibility of hiring students through the WorkAbility program as parking attendants.
  - E. The administration stated that additional security will be needed for a couple of games only.
  - F. **Further discussion will continue with Zeke and the administration.**
- III. 2015-16 Budget Vote to Approve/Disapprove
  - A. The 2015-16 Budget was unanimously approved.
  - B. The new budget required cuts.
  - C. Cuts to all programs for tournaments is under consideration. The programs that are most impacted by tournament costs are: cross country, wrestling and track and field.
- IV. Teams Not Meeting their ETC
  - A. Boys Soccer and Boys Tennis did not meet their ETC last year .
  - B. Boys Soccer is currently making good progress, Boys Tennis is not.
  - C. **PAHS proposed to inform the tennis coach that a plan needs to be emailed to PAHS within 2 weeks, regarding how the team will meet its ETC by June 30th. Zeke will email the coach.**
  - D. **PAHS requests that the coach, players and parents attend our last PAHS meeting of the year to discuss their plan and the progress they have made. Zeke will email the coach.**
  - E. PAHS is available to provide the coach with support, ideas and suggestions.

- V. Financial Report
  - A. All but the two mentioned above teams are in good standing.
- VI. Venture Report
  - A. Zeke met with Miriam Walden from Venture. A contract was developed for PAHS review. Please see attached document for further detail.
  - B. PAHS will help with menu selection and pricing.
  - C. PAHS would like to ensure that when donations are provided that the team providing the donation gets full credit for the donations, despite when the items are sold.
  - D. PAHS would like to remove security personnel from item 16 and clarify who is paying for the free food.
  - E. PAHS suggested we put out bids for a local pizza company to provide pizza for concessions.
  - F. **Yasmin will send out bids to local pizza companies.**
- VII. Coaches Appreciation Dinner - June 4th 6:00-8:00
  - A. Preparations for the dinner are in place. Thanks to Astrid and Yasmin for organizing the event.
- VIII. Vote - PAHS Term Limit Proposals
  - A. Zeke proposed that term limits remain as worded in PAHS current policies.
  - B. A unanimous vote approved keeping term limits the same.
- IX. Vote - New Name for PAHS
  - A. PAHS members voted on a new name for PAHS.
  - B. Zeke is requesting that the coaches vote as well.
  - C. **Zeke will reveal the new name at the next PAHS meeting.**
- X. Vote - PAHS Executive Committee Nominations for 2015-16 Elections.
  - A. The nominees were unanimously voted in as the 2015-16 PAHS Executive Committee.
  - B. Michael Saaf for President, Kendra Knowles for Vice-president, Yasmin Wofford for Treasurer and Kari Finch for Secretary.
- XI. Solano Stroll
  - B. PAHS will have a booth at the Solano Stroll.
  - C. **Kari will email Kendra requesting that she sign us up.**
- XI. Actionable items - **in bold**
- XII. Future Agenda Items – Next meeting May 11<sup>th</sup>, 2015
  - A. Update on Football Security Decision from Administration
  - B. Boys Tennis
  - C. Venture Report/Pizza bid

- D. PAHS new name
- E. Coaches Appreciation Dinner
- F. Solano Stroll

/K. Finch; 4/27/2015

## **CONTRACT BETWEEN VENTURE AND PAHS updated April 2015**

**1) As of August 15, 2015, the VENTURE program will assume responsibility for concessions at the home games of AHS girls and boys basketball\* and football\*\*, and two saturday wrestling tournaments. Service is provided for JV and Varsity home games, but not for freshman games. \* There will be ongoing discussion between the parties about the efficacy of providing full service at tues/weds evening games where attendance and profits are currently very low and staffing is difficult because of student homework loads. \*\* Service at the August 22 football scrimmage which takes place before the beginning of the school year will be limited in terms of hours and menu due to limited staff availability in the summer. Similarly, service will not be provided at basketball games that take place during the christmas break.**

### **2) VENTURE Responsibilities**

Responsibility, resting ultimately with the Accounting and Design Teachers, consists of:

- supervising volunteers for the events (*see below*)
- providing student staff for the events
- supervising student staff for the events
- creating and maintaining a pleasant atmosphere and enjoyable experience for concessions patrons
- marketing concessions services on campus and at the events
- obtaining supplies and foodstuffs sufficient to meet demand
- setting prices and establishing a menu for each event, responding to all feedback provided,
- providing a cash drawer adequate to make change for all sales
- tracking sales and expenses
- providing a report *within two weeks* after each event which lists revenue and sources, expenses, donations and their value, promotional giveaways and value, estimated profit and fees, volunteer attendance, and a log of any unusual occurrences.
- cleaning and organizing the concessions stands in the AHS gym lobby and football field
- maintaining equipment
- meeting health standards for the storage and serving of the food and drinks

- coordinating with custodial staff in regards to maintenance and cleaning of the snack shacks.

### 3) PAHS responsibilities:

PAHS, in the person of the Athletic Director, will continue to be responsible for:

- providing and updating event dates and times -- *VENTURE will not guarantee flexibility when changes are made with less than 1 week notice.*
- providing a contact person for each team
- ensuring that there is adequate security at games including in the concessions area and that the concessions workers receive security info in a timely way when necessary.
- coordinating the use of common areas and facilities for the comfort of concessions patrons (eg:tables, lighting) and adequate space for the marketing strategies employed by VENTURE (eg: signage, announcements during the game.)

4) **Team Contact Person:** The team contact person will be responsible for informing VENTURE of any donations and or volunteers at least 2 weeks before a given game, and will coordinate communications to parents and others about how they can donate / volunteer. Football has already indicated that they will do donations only, not volunteers for concessions.

5) **Facilities Access:** Access to the concessions stands at the football field and in the gym lobby will be exclusive to the teachers of the VENTURE program and the custodians. Parents, coaches, students, teachers should not have keys and should be required to seek out the VENTURE program staff or the Athletic Director to get access to the concessions stands. Custodians should not open the stands for anyone but themselves. If the Athletic Director grants anyone access, they will inform the VENTURE program as soon as possible and preferably in advance. All parties to this agreement will individually and jointly communicate with their constituents and the administration to reinforce this protocol. Within school rules and the bounds of safety and good taste, VENTURE will control the furnishing, display and organization of the interior and immediate exterior of the concessions stands.

### 6) Parent Donations:

#### REQUESTED DONATIONS:

Chips – 1.75 oz bags ONLY, potato chips, corn chips, etc. especially Frito Lay variety pack  
 Candy – 1.5 to 1.75 oz size ONLY (Skittles, Snickers, Starburst, Kit Kat, M & M's, PayDay, Milky Way etc.) Sodas – 12 OZ CANS ONLY – coke, sprite, orange, root beer  
 Bottled Water 16.9 oz bottles ONLY, any brand  
 Gatorade – 20 oz bottles ONLY, any variety of Gatorade brand  
 Cup of Noodles - Chicken

\*\* For safety reasons, we cannot accept donations of perishable food or homemade food \*\*

HOW TO DONATE: Contact Miriam Walden at mwalden@ausdk12.org or 510-282-8577 approx two weeks in advance of a game to make a donation commitment. Please mention what team you are donating to. Drop off donations at least 3 school days before a game at the VENTURE store in the Gym Lobby during the 30 minutes immediately after school ends on any given day M-F, or call to make special arrangements. Please attach your name, the team you are donating to, and a mailing address so that we can send you a donation letter for your tax records.

**7) Proposed Basic Menu:** *(new items in italics)*

Pizza by the Slice (cheese and pepperoni)\*  
Kosher Hot Dog  
Chili Dog w/ Cheese  
Vegan Chili  
Vegetarian Chili w/Cheese  
*Chili Cheese Nachos*  
2x Baked Potato (Bacon & Cheese)  
2x Baked Potato (Broccoli & Cheese)  
Cup o' Noodles (Chicken Flavor)  
Potato Chips, Corn Chips, Etc.  
Soda (Coke, Diet, Sprite, Orange, Root beer)  
Gatorade, Bottled Water  
Hot Chocolate, Coffee, Tea  
Candy (Skittles, Snickers, Red Vines, etc.)  
*Cookies*  
*Frozen Dessert*

*\* There will be an ongoing discussion about using Domino's or Lanesplitter for Pizza. (See attached memo). Pizza will only be offered at Football games except by special order at least one week in advance. Wrestling will submit proposal with a requested menu and requested service hours to VENTURE no later than August 30 2015 or service will not be provided.*

**8) Record Keeping:**

*Beginning in August 2015, VENTURE will be using electronic POS software (Square) which will allow patrons to use Debit/Credit cards and which will facilitate more accurate and timely recordkeeping.*

VENTURE will maintain records of parent donations through a donation log book. In addition, donations will be noted on the event record.

During each game, VENTURE staff will maintain an event record that includes the sales broken down by category, starting and ending cash, and donations received/applied/used, VENTURE

staffing, volunteers and their times of arrival and departure. Also, any unusual incidents, suggestions or complaints received, or other issues of note. After the game, VENTURE will prepare a reconciliation of profits showing revenue, costs, donations and the % commission taken by VENTURE. *These reports will be available to PAHS (both the athletic director and the team contact person) within two weeks of the event.*

9) **Payments:** VENTURE will provide payment in the form of a check to PAHS on a quarterly basis.

10) **Commission Calculations:** As a general rule, VENTURE will receive 30% of the profits from the concessions for each game.

However, the % will be reduced to 25% if the team provides one volunteer for the entire game time and 20% if the team provides two volunteers for the entire game time. This is true only if the team contact and or AD are able to confirm volunteers at least 2 weeks in advance of a game so that VENTURE can adjust it's work schedule. Credit cannot be given for volunteers who fail to show up or miss more than 20% of the game time.

Additionally, donations of appropriate items will be credited to the team (removed from profits) in an amount equal to 50% of the sales price of the items. VENTURE cannot necessarily provide any credit for items donated which are not on the list of appropriate items, or which are donated less than 2 weeks after the last game of the season for each team. Donors must provide the name of the team they are donating to at the time of the donation, otherwise the credit will go to PAHS generally.

11) **Brand Building:** To promote collaboration PAHS will provide 45 season game passes to VENTURE, allowing all VENTURE students to attend AHS games when they are not working. Likewise, VENTURE will invite PAHS contacts and volunteers to VENTURE events. VENTURE will make every effort to market AHS sporting events through our own marketing, social media, etc. If it is convenient, VENTURE can sell season game passes on PAHS behalf through the on-campus store during store hours, passing through 100% of returns.

12) **Identification:** VENTURE staff will wear identifying aprons when working at events and will carry their passes to football games so as not to add any burden of identification for the volunteers at the entrance gate.

13) **Supervision:** VENTURE staff will be supervised by either a teacher or a second year student during games, but supervision may be limited to a check in at the beginning and end of the game once the VENTURE students are adequately trained.

14) **Facilities Changes:** VENTURE is currently researching changes to the football building to allow for better communications between customers and servers through the glass windows. PAHS remains willing to assist in covering the costs of the changes.

15) **Parent Volunteers:**

Parents can volunteer to assist with concessions by contacting the team liaison at least 2 weeks prior to the game for which they want to volunteer, and preferably at the start of the season. The team liaison will then pass on a schedule of volunteers to Miriam Walden, Accounting Teacher. Volunteers will report to duty at the start of the game and work under the supervision of the lead VENTURE representative, following VENTURE's procedures and policies.

16) **Free food:**

VENTURE will not donate leftover perishable food to the players as this could create a problem if there is not enough for all players.

VENTURE will provide free food during the game for AHS coaches, trainers, custodial and security personnel on duty, as well as for game referees in uniform.

Approx 20 mins before the end of the games, VENTURE will provide the announcers with a notice of discounts on perishable food as appropriate. VENTURE also reserves the right to provide discounts / free food as part of promotions campaigns and will report the costs of these promotions on the event reports.

*Teams may coordinate with VENTURE to provide coupons or discounts to players or fans as part of team promotions. However, Teams MAY NOT offer free food or drinks to the fans in attendance without coordinating in advance with VENTURE. Likewise, if teams are providing free food to their players this food must not be consumed in the VENTURE serving area.*

# **MEMORANDUM**

**To:** VENTURE team and PAHS committee  
**From:** Miriam Walden  
**Date:** April 20 2015  
**RE:** Dominos vs. Lanesplitter

This decision involves the sometimes conflicting goals of raising quality, lowering costs, and ethically managing our impact on the broader community and globe.

One issue in making our decision is the question of dealing with a **local company** versus dealing with a corporation. The advantage of a local company is that profits and salaries benefit the local community. Lanesplitter is a small local chain with about 5 stores all in the Bay Area owned by two partners who live in the Bay Area. Dominos is a global corporation based in Michigan, but the store in Albany is owned by a Bay Area franchisee\*.

Another issue is the social position of **the company and its values**. I will admit that I wrote Domino's off completely because I grew up in Michigan, not far from their company headquarters, and I was very familiar with the founder's reputation as a homophobic ultra right anti choice christian. When I was young, in my community, eating from Dominos was considered the equivalent of joining the KKK. However, without my observing it, Dominos has apparently cleaned up its reputation:

***Alternet July 22 2012:** While it is true that "Domino's Pizza founder Tom Monaghan is an unapologetic supporter of anti-choice groups, including Operation Rescue, Right to Life, Priests for Life, and the Committee to End State-Funded Abortion in Michigan," as was originally written, Monaghan sold the company in 1998. We regret the implication that Monaghan is currently involved in Domino's, and we are equally glad to know that Domino's is no longer run by someone who so strongly supports anti-choice causes. "Tom Monaghan sold Domino's Pizza back in 1998....The company has been public since 2004. He is not affiliated with the brand and hasn't been since that time," says a Domino's spokesperson. "Today, there are more than 150,000 people who work in Domino's Pizza stores and offices in 72 countries around the world -- people of all races, religions, sexual orientations and beliefs. The only thing we have in common is that we like pizza."*

***Huffington Post October 21, 2013:** An earlier version of this story included Domino's Pizza in the list of anti-gay companies. Though the company's founder holds anti-gay beliefs, he sold the company in 1998.*

Additionally, we should be concerned about the **wages and benefits** offered by the company, because this translates into quality of life for our students and grads who are employed there. Higher wages translates to greater community benefits, while lower wages can create a burden on social services in the community.

Lanesplitter has made a commitment to living wages (\$15 an hour to start) and provides health care through the government exchange. (As a result, they also no longer accept tips\*, which will save us \$20 a game in costs.) Although the Domino's corporation has made a commitment to higher wages, and the local franchise here in Albany pays just "slightly above the minimum wage" to start, approx. \$9.50 per hour and offers medical insurance for employees to purchase\*.

***New York Times April 6 2015:** Less than a week after McDonald's said it planned to raise wages for some United States workers, the chief executive of Domino's Pizza, Patrick Doyle, told CNBC that it would need to raise its base pay to get the "right people" to stay competitive. Labor groups and allies have been calling for a "living wage" at retailers and fast-food companies across the country as companies face increased competition for labor. The higher wages would only affect restaurants owned by the pizza chain, about 376 as of Sept. 7. More than 5,000 Domino's in the United States are operated by franchisees, who set pay and benefits for workers.*

Fourth, we should be concerned that the company is matching our efforts to **use recycled materials** and otherwise reduce waste. According to the Natural Resources Defense Council in January 2015: Dominos was rated "Poor" for waste management in packaging and operations. Domino's notes that they use boxes made with 100% recycled materials. Lanesplitter tells us that their boxes are also made with 100% recycled materials\*.

Another factor, clearly at the forefront, is **reducing the cost of goods sold**. We are selling pizza slices for \$2.50. Domino's offers a 50% discount for bulk orders from schools. Lanesplitter offers a 40% discount for bulk orders from schools.

DOMINOS 14 inch pizza with cheese

Original Price: \$14.99

Price w/ 50% off: \$7.49 (.93 a slice or 1.28 per slice with \$20 driver tip)

The assertion has been made that Domino's pretty much donates the pizza by failing to charge us. I don't see how we can make business decisions based on this idea -- it's not something we can ever know for sure is going to be true.

LANESPLITTERS 15 inch pizza with cheese

Original Price: \$18.00

Price w/ 40% off: \$10.80 (1.35 a slice)

Finally, there is the issue of **quality**. We have received many positive comments from customers about the quality of Lanesplitters Pizza -- however we have also received complaints about the small portion size. I suppose we would get those same complaints about size with Domino's, since their pizza is 1" smaller. Domino's does not have a great reputation for quality, but people seem to know what to expect and they get what they expect, which is why Domino's is the go-to company for most students at Albany High. In our opinion, the main thing we can do to control for quality is to keep the pizza's in our new warmer, so that they are not cold when served.

**In sum, although Domino's is 30% cheaper than Lanesplitter (only 4% after tips), Lanesplitter offers slightly better quality and overall community benefits.** We look forward to a discussion about this decision.

\* Source: Interviews with store managers and review of store websites.