

John Green PFC Meeting Minutes
Wednesday, August 18th, 2021
PFC General Open Session 6:30 PM-7:30 PM

Meeting Called to Order: Bhavana Nathani 6:39 pm

Attendees:

- Bhavana Nathani/ Natasha Giannini: Co-Presidents
- Joyce Trotter: School Principal
- Tina Bhatia/Sarah Butt: Co-Secretaries
- Ritu Khendelwal: Director of Budget and Accounting
- Shikha Sharma: Treasurer of Deposits, Reimbursements and Purchases
- Amy Shumylo/Emily Sill: Co-Directors of Communications
- Lohita Ratnam/Surekha A: Co-Directors of Programs
- Ellan Tong: Director of Volunteers/Room Parent Coordinator
- Bhawana Singh: Spirit Wear Chair
- Bridgette Jakubowicz: Teacher Representative
- Gopi Annarajan: Parent
- Praveena Khatri: Parent (left early)

Housekeeping Approvals:

- Tina motions to approve July meeting minutes
- Amy seconds
- All in favor
- Motion Passes

Principal Updates/School Council Update:

- Mrs. Trotter reported that the first few days of school have been successful so far. The teachers have been collaborating with the kids, as well as new incoming teachers.
- Students have been successful at learning the new lunch system. It is a much more efficient and visual method this year.
- Students have been sitting inside for lunch due to poor air quality.
- It has been a challenge to get parents to distance during drop off and pick up. It is a work in progress.

Treasurer Report:

- Amazon total revenue was \$7,000
- Total revenue for last year was \$38,531.22
- Total expense :\$27,202.39
- Net Income is \$58,489.56 for the 2020-21 year ending July 31st, 2021.
- Current Bank Balance: \$89,158.99 till August 18th, 2021
- Bhavana suggested adding Amazon Smile to our profiles, especially to incoming parents. Socialize the link. She suggested we also include box tops.

Action Items:

Fund Raising:

- Board members brainstormed ideas for fundraising. Ideas included pumpkin decorating contests, Trunk or Treat, and the fall festival. Perhaps we can do everything virtually to avoid crowds on campus.
- Trunk or Treat seemed to be the most popular idea because we can socially distance the parents and kids. It is also an outdoor activity.
- Mrs. Trotter will check with the district first before we can make further plans for any future events. The safety of our parents and children comes first.

Future Fund:

- Shikha is concerned about an amount of \$169.65 deducted from our account with no indication of why it was withdrawn. Mrs. Trotter suggested asking Tess Johnson and Tammy Ficarra for more information on Monday, the 23rd of August.

By-Law Update:

- Tina has been communicating with Mrs. Trotter of possibly updating the By-laws. The idea is to form a committee. Mrs. Trotter advises that the committee should consist of a member of the board, a few parents, and perhaps some school employees who are familiar with the PFC. Mrs. Trotter suggested a revision, but not a complete rewrite.

VP Position:

- Zumana Calcuttawala has joined the PFC as VP of fundraising. Welcome Zumana!
- Zumana has prior experience with working with the PFC in Milpitas. She has two children, a son in Kindergarten and a daughter in DHS.
- Tina motions to appoint Zumana in the VP position
- Bhavana seconds.
- All in favor
- Motion Passed

Kindergarten and First Grade Meet and Greet:

- Event was a success with close to 250 attendees. Very well organized.

Spirit Wear:

- Bhawana notes that the spirit wear store is now closed so if anyone needs to purchase anything, they need to contact her directly. The vendor is compiling orders. Assumption is that the orders should be ready by the second week of September.
- Bhawana expressed concern over the fact that the parents were not allowed to include sizing information when ordering. This will require us to email each parent and request sizing information, which will be cumbersome and time consuming.

Room Parents:

- Ellan is hopeful that we can have room parents for each classroom. They will aid in fund collecting for birthday gifts, teacher appreciation gifts and other tasks which do not require parents to be on campus.
- Ellan will send an email to Mrs. Jakubowicz outlining her vision of the responsibilities of what being a room parent entails.
- Room parent lists to be handed to Ellan by 09/03/2021.

Announcements/Miscellaneous:

- Bhavana and Natasha have agreed to tag team attending the Superintendent's meetings.
- Natasha states that only the Presidents and the Treasurer's positions require fingerprinting. The Presidents have already been fingerprinted. The Treasurer's will still require fingerprinting and Natasha to provide them with information on who the district recommends.
- Tina read a lovely note written by Ms. Barna De, our librarian, in which she thanked the PFC for their donations.
- Gopi Anarajan, the parent of a fourth grader, attended the meeting. He strongly advised providing air purifiers in each classroom to protect the children from Covid and smoke from the current fires. Different options were discussed, but no resolution.

Adjournment:

- Meeting adjourned at 7:58 pm
- Next PFC meeting 09/15/21