



JGES PFC Meeting Final Approved Minutes December 12, 2017

PFC Board Meeting 5:30PM – 6:30PM
PFC General Meeting 6:30PM – 8:00PM

Meeting Called to Order: 5:34PM (Board Meeting 5:34PM-6:15PM; General Meeting 6:17PM-7:03PM)

In Attendance:

Saba Aleem – President
Gloria Cheng – Vice President
Dung Lay – Co Vice President
Chiao Zielinski – Treasurer of Deposits
Pinal Vaidya – Treasurer of Budget and Accounting
Dr. Lorianne Ventura – Principal
Kanchan Sehgal – Director of Volunteers
Susie Krier – Teacher

Absent:

Michal Zielinski – Director of Communications/Webmaster
Bridget Jakubowicz - Teacher
Cheryl Sud –Secretary

Meeting Called to Order: [5:34PM]

Approved Minutes

The minutes for the November PFC meeting were up for a vote to approve. Lori made the initial motion, Susie 2nd the motion; all in favor, none opposed, none abstained.

Debrief of Past Events and Upcoming Events:

Kids Against Hunger: It was a great success. There were 18 Oracle employees and

10+ parent volunteers that help out for this event. The kids did a good job packing the meals and everything ran more smoothly compared to previous years. This was a great community event with about 16,848 meals packed and ready to shipped to Puerto Rico Hurricane victims.

Hour of Code: First week of December, teachers go to Code.org. Google will be coming out for the 3rd/4th/5th graders hour of code.

Google Expedition: Mr. Fogel is also organizing the Google Expedition. It will feature Forces of Nature virtue experience sponsored by Google.

Schoolwide Luncheon [Saba]: So far there were only 2 parents who sign up to volunteer for this event. The goal is to have 13 total volunteers to help. Hopefully over the weekend more parents will sign up.

Cookies with Santa [Saba]: Vidya and Pritam are working hard and getting everything ready for this event. They have reserved a Santa, a photographer and food. Kanchan will email room moms to remind them of this event.

Family Movie Night [Kanchan]: The movie hasn't been decided yet. Kanchan wanted to wait until after the New Year to decide on what movie to show for this event. May consider Minions if there are no other good movie released. We will need parent volunteers for this event.

Engineering Fair: Kanchan wanted to see if we can move the engineering fair from February to March per Mrs. Kim's request. The reason for having the engineering fair in February was because that's when the school wide science and engineering fair occurs. Will have Mrs. Kim and Mrs. Rosin speak regards to science camp and Lori will put a new date on the calendar for the engineering fair.

Debrief on Fraudulent Emails [Saba]:

Last week a fraud email was sent to Chiao. In multiple emails, someone mask them self as Saba and ask Chiao to cut 3 checks to 3 different person. The check was sent out to 3 different person and addresses. The police think that the person who was performing the fraudulent activities knew Saba was out of the country. Saba was notified of the fraudulent check when Eileen got a call from a cash checking place. The person who was cashing the check seems suspicious since they never cash large amount of checks before. There were two checks in the amount of \$2,000 and \$3,000. We have contacted the bank and stop 2 of the 3 checks that were mailed out. The 3rd check for the amount of \$2,150 was cash out. We are working with the bank to see how much of the \$2,150 we can recover. The bank has

put a lock down on our account and will call Chiao or Saba to approve the checks coming in. Chiao has filed a report with the police and will be filing one with the FBI too. New measures will be put in place when writing checks. When we receive emails requesting for a check payment, we will need to follow up with a phone call to confirm check request. Checks made out will need to be approved by Saba or Gloria in person. Please pay attention to the email alias when someone is sending a fishy email. A note was also sent out to all the local schools so they are aware of the fraudulent activity. The treasury email was also removed from the John Green PFC website.

Treasury Report:

Pinal updated everyone about the 2017-2018 treasury report. Saba wanted Pinal to separate out the actual money raised for the school supply donation. Adjustments need to be made under Fall Festival and Gator Gallop. Saba will need to regroup with Pinal, Michal and Chiao to reset the google drive and reset the entire password to login due to recent fraud event. The treasury report looks good and will wait for Pinal to make adjustment before approving.

Teacher Stipends:

The teachers are doing a great job on the google sheet. It helps Pinal match up with the quick book. A gift card will be given to the teacher who was the first ones to input all their receipts in the google sheet.

Principal Update [Lori]:

The boundary community completed their recommendation and presented it to the board. Same boundary for John Green with additional 2 more neighborhood. Population seems to decline in enrollment. We will put in a pre-mature plan for the calculation for next year. It is possible that we may be drafting 50 new students in the coming year. Kolb is over capacity. We will look at being an overflow school at John Green. In January we will talk about how to introduce the new neighborhood to our school and help them feel more comfortable with the change. Students have the option to apply for Intra-Transfer to stay at Kolb. Dougherty's boundary did not change. Most of the change was on the east side of Dublin. Lori is in charge to assess the change with the board of trustee. Right now we have 16 students in both the mild-mod special education class for DKA-2nd graders and 3rd-5th graders. The capacity is 18 students per a class. Lori is looking to add a 3rd mild-mod class for DKA students in spring which will lead to smaller staff to student ratio. Dashboard data summarized the area of growth in our English language arts and mathematics. You can find out more information from our school's district website. In January we will look to see if we meet the criteria to apply for national blue ribbon school.

School Site Council (SSC) Update:

The council reviewed boundary community and school safety. A CPR class was held for over 20+ school staff members. The presenter was really good and now we have 30 school staff members who are certified in CPR at John Green.

Teacher Rep Update [Susie]:

Mediator will be presenting to the board tonight and we will know the results regarding the labor agreements for the teachers and other school staff member soon. Teachers are overwhelming with the support the parent community and hoping the issues will be resolve soon.

Event Proposal: Food Allergy Assembly

Hennah Rahman proposed to have an allergy awareness assembly to help students learn how to deal with students who/when they have allergic reaction. This program is a puppet show with music that teaches students what food allergies are, how to tell if a peer is having an allergic reaction and what to do. Lori wanted to get a quote for 3 assemblies; One assembly that would be K-1st grade friendly, one for 2nd-3rd graders and one for 4th-5th graders. Gloria made the initial motion to approve up to \$1000, Lori 2nd the motion; all in favor, none opposed, none abstained.

Adjournment- The meeting was adjourned at 7:03PM. The next meeting will be on January 17th, 2018 starting at 5:30PM for the board members and a general meeting at 6:30PM.