



## **JGES PFC Meeting Minutes**

### **May 21, 2019**

PFC Board Meeting 5:30PM – 6:30PM  
PFC General Meeting 6:30PM – 7:30PM

**Meeting Called to Order: 5:50PM (Board Meeting 5:50PM-6:30PM; General Members Meeting 6:30PM-7:30PM)**

#### **In Attendance:**

Saba Aleem – President  
Cheryl Sud – Secretary  
Chiao Zielinski – Treasurer of Deposits  
Preeti Dharia – Director of Communications  
Shruthi Manish –VP of Fundraising  
Dung Lay – Co-Director of Programs  
Kanchan Sehgal – Director of Volunteers  
Nanda Tumurugoti – Treasurer of Budget and Accounting  
Sarah Tuthill – Assistant Principal  
Lori Ventura – Former Principal  
Susie Krier – Teacher  
Tracey Yuen –PFC Director of Volunteers for 2019-2020  
Priyanka Sharma –PFC President for 2019-2020  
Gloria Cheng – Parent  
Aimee Chan – Parent/Art in Action Chair

#### **Absent:**

Bridgette Jakubowicz – Teacher  
Angie Kojrekar –PFC Secretary for 2019-2020  
Sabrine Nainar –PFC Director of Volunteers for 2019-2020

**Meeting Called to Order: [5:50PM]**

**Housekeeping Approvals**

***Meeting Minutes***

The minutes for the April PFC meeting were up for a vote to approve. Dung made the initial motion to approve; Kanchan second the motion; all in favor, none opposed, none abstained.

The treasury report was up for approval. Dung made the initial motion to approve; Shruthi second the motion; all in favor, none opposed, none abstained.

The PFC Budget for 2019-2020 was up for approval. Preeti made the initial motion; Nanda 2<sup>nd</sup> the motion; all in favor, none opposed, none abstained.

### ***PFC Returning Board Member Vote***

Shruthi Manish – VP of Fundraising

*Sarah made the initial motion; Kanchan 2<sup>nd</sup> the motion; all in favor, none opposed, none abstained.*

Preeti Dharia – Director of Communications

*Nanda made the initial motion; Saba 2<sup>nd</sup> the motion; all in favor, none opposed, none abstained.*

Chiao Zielinski – Treasurer of Accounting and Budgets

*Lori made the initial motion; Kanchan 2<sup>nd</sup> the motion; all in favor, none opposed, none abstained.*

Nanda Tumurugoti – Treasurer of Budget

*Preeti made the initial motion; Cheryl 2<sup>nd</sup> the motion; all in favor, none opposed, none abstained.*

### ***Treasury Reports***

Nanda made the initial motion to approve March and April Treasury Reports; Chiao 2<sup>nd</sup> the motion; all in favor, none opposed, none abstained.

### **Debrief of Past Events:**

*Art Fair at Open House:* Went well; lots of volunteers needed to run this event to put Art up and take down Art. Identify Chair to run Art Fair in coming year (with Art in Action in place or not).

*Easter Egg Hunt:* Good turn-out. Parents thought the location at the park was too small. Grade levels weren't separated so older kids took all the eggs. Suggestion for next year is to have different timings/waves per grade levels or different sections by grade level. Next year will have a Recycle Bin at the park so that we can get all the Eggs returned the day of.

*Family STEAM Night:* Great turn-out for a first time event. About 200 parents came through. Volunteers came with the program (high school kids). No cost to PFC. Suggest bringing this next year as it's a great event for the community with no cost to the school/PFC.

*Multicultural Fair:* Great participation. 13 country tables. Food at all tables. Lots of volunteers from morning to evening of day of the event. There was feedback from the custodial staff that there was a lot of work left for him to do (different than what was needed from him last year); needs to be better communication in coming years. Suggestion to space out events as much as possible in coming year as people felt that there were too many back to back events in the last quarter of the year.

*Teacher Appreciation Week:* Great event. Teachers really appreciated all of the work and effort put in to make them feel appreciated. The themes were a great hit; kudos to chair Colleen and Danielle.

#### **Treasurer's Update:**

Current report shows balance of \$19K. Estimated cash income is \$1000 from Cash for Class award. Estimated remaining expenses is \$1700. Audit to be performed at the end of the week. 2019-2020 Budget was also reviewed. Most of the items are consistent from last year. Need to improve registration process from PFC side and administration side. Efficiencies will also help with understanding and rationale of Fall Check-In donations. Notable changes for 2019-2020 budget is that field trips will now be managed by ASB, classroom funds and grade level funds amount will depend on donation amount at Fall Check-In. Minimum spend has been highlighted but can increase depending on budget available. No school programs at risk of being canceled. Question regarding Art in Action and need for this program also came up during discussion. Per teacher rep on PFC board, Art in Action doesn't align with any of the school standards and takes away from teacher-led art activities. To run AIA, it cost \$10K/year.

#### **PFC General Updates:**

New board members were sworn in last meeting. Director of Programs position is still open; Kanchan may have a couple of parents who are interesting in co-leading this position. Send Dung Lay and nominees who are interested to find out more information.

Saba working on transitioning role of President to Priyanka. PFC calendar meeting to be set up this Friday 5/24 with Saba, Priyanka, and staff.

Fall Check-In Planning meeting to be held this summer. Sarah is back in the office on July 22<sup>nd</sup>; Saba and Priyanka will coordinate with Sarah once she returns to office for the next school year.

**PFC Feedback Box Review:** no feedback received.

**Principal/Assistant Principal Update [Sarah]:**

6 new staff members have been hired; 1 more position open. Susie Krier will be leaving Green and will now be Instructional Coach with the District. A couple of teachers and administrative staff are retiring and/or moving. Ashely Kopp is new Health Clerk. Jim and Carol have been great helping us out until principal is identified. Looking forward to wrapping up the year.

**School Site Council Update [Sarah]:**

Looking for members for 2019-2020 school year. PFC will help spread the word in recruitment.

**Teacher Rep Update [S. Krier]:**

Felt very appreciated during TAW; appreciate that the parents and community do for the staff. Grade levels are getting ready to build their teams for next year. A lot of changes happening with the staff but spirit is still there.

**Adjournment:** The meeting was adjourned at 7:30PM. Have a great time! See you in the 2019-2020 school year!