



JGES PFC Meeting Minutes September 19, 2018

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

Meeting Called to Order: 5:35PM (Board Meeting 5:35PM-7:00PM; General Meeting 7:00PM-7:25PM)

In Attendance:

Saba Aleem – President
Dung Lay – Co-Director of Programs
Cheryl Sud - Secretary
Chiao Zielinski – Treasurer of Deposits
Nanda Tumurugoti – Treasurer of Budget and Accounting
Preeti Dharia – Director of Communications
Dr. Lorianne Ventura – Principal
Susie Krier – Teacher
Sarah Tuthill – Assistant Principal
Shruthi Manish – Parent/Nominee for VP of Fundraising
Lisa Yang – Co-Director of Programs
Kanchan Sehgal – Director of Volunteers
Ellen – Gator Gallop Chair

Absent:

Bridgette Jakubowicz – Teacher

Meeting Called to Order: [5:37PM]

Approved Minutes

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

Approval of 2018 July/August Treasurer Report: Lori made the initial motion, Susie 2nd the motion; all in favor, none opposed, none abstained.

Approval of Reserve Policy: Reducing from \$50K to \$27K. Preeti made initial motion, Chiao 2nd the motion; all in favor, none opposed, none abstained.

School Supply Drive: Board and attendees agreed to continue with proposal described below.

Debrief of Past Events and Upcoming Events:

Safety Preparedness Week: Overall, went smoothly. It was the same week in which the district communication portal was done so there was some frustration. Gas leak also occurred in one of the classrooms in the same week and the Shelter in Place (poor air quality) also occurred the same week. Staff appreciated that the event took place early because they were able to assess where the holes are and therefore, take appropriate action early on.

Picnic with Parents: First time event for John Green. Will continue the event yearly.

Chipotle Dine-In Fundraiser: Great turn-out. Thank you to Preeti for coordinating the event. There were long lines and the cashier was a little slow. We made \$270 at the event

Kinder Hand Washing Campaign: Taking place this Friday. Kanchan is leading the event on her own with 3 parent volunteers, including Nanda and Lisa.

Pizza Guys Dine-Out (week of 10/1): All set.

Gator Gallop: Planning underway at full speed. Shruthi working hard on Fundraising. Ellen and Priyanka doing all the background planning. Trackers/bibs are ordered. DJ has been secured at half the cost from last year. Lanyards/wrist bands have been purchased for students and staff. Eddie the Gator will also be there. As previously communicated, proceeds from Gator Gallop will go to ASB starting this school year. Flyers to go out week of 9/24. Pushing for online donations this year.

Red Ribbon Week: School-driven program to encourage reading. Chair has been identified for this week long event.

Fall Festival/Trunk or Treat: We have a chair for Trunk or Treat. Still looking for Chair for Fall Festival. Recommendation to put large bins in front of school for candy donations prior to Trunk or Treat.

Programs Update/School Supplies Drive:

Two options to vote for: 1) Keep drive going; 2) Cancel going forward. If we go for Option #1, PFC will put money into the program knowing that we will not recover funds. Over the last few years, the amount of donations collected at Fall Check-In has significantly reduced. This may be in part because people assumed \$30 was the minimum donation, not understanding that \$30 donation was specifically for school supplies and not overall funding for PFC programs. Lori suggested that we finalize grade level list by November, run school supply drive in Jan and Feb and if we don't collect all the funds by Feb to pre-order school supplies, then we reimburse those who paid the donation amount. Recommendation to also include the optional school supplies in the overall donation amount (e.g., Kleenex, wipes, headphones, etc). Recommendation to also separate out links (e.g., school supply donation link, general donation, field trips, etc) to make things more clear for parents so they know what they are donating money toward.

Treasurer's Update:

Cash Balance Review: A total of \$29,107 donations collected at fall check-in. \$21,600 was total collected for the 18-19 school supply drive. \$7122 for art in action – will go to ASB next year. Nanda (Treasurer) and Saba (President) spent some time looking to see where budget can be cut for certain programs: multicultural night, family dance night, PE/athletic supplies and lunch balls.

Teacher Workbook: Ms Krier confirmed that spreadsheet/workbook went out to the teachers. All teachers are holding on to their receipts until they hear more.

Bubble Chart: Visual has been updated. Request to print and put up somewhere in the school.

Communications Update:

Recommendation to consider a monthly PFC Newsletter. Preeti noticing that email viewership is declining. Consideration to send newsletter on another day (instead of Sunday). Lori recommended a combined Gator Gazette/PFC newsletter once a month. Preeti will follow up with Lori and Aimee on path forward.

Affirmation Wall Proposal: pick a month and have people post notes on the wall (considering November since it's a month for giving thanks).

Event Proposal:

Chromebooks: Proposal from 4th/5th grade teachers. Both grade levels have 6 classes and currently only have 1:1 Chromebook/student for 5 of the classes per grade level. 5th grade asked for 28 additional Chromebook and 4th grade asked for 30 Chromebook to allow for a 1:1 ratio for each grade level. Each grade level will contribute \$2000 of grade level funds, however, will need an additional \$3600 for 5th grade and \$4000 for 4th grade. Also \$250/cart for 2 carts to store the computers. Estimate \$8800 total including tax. Saba proposed funding for one grade level right now (\$4300 for 5th grade) and then get 4th graders (\$4600) their Chromebook next month when we receive money from Gator Gallop. Ms Tuthill will send invoice. Susie made the initial motion, Dung 2nd the motion; all in favor, none opposed, none abstained.

Principal Update [Lori]:

Student Council elections were held earlier this week. Students did a great job in their speeches and all elections were done on-line. Elected officers are for Grade 3-5. Grade 3 is training year. Grades 4 and 5 hold the main positions. Student yearbook team has met twice. Overall design, theme has been discussed. Lori doing activities with them to develop pages. Parent meeting for yearbook committee is scheduled on Monday 9/24. Students identified a theme and the staff leadership theme voted on it: winner is - This Is Our Story. Each classroom will have two pages this year (a profile page and collage page) so the book will be slightly larger.

School Site Council (SSC) Update: Looking for two representatives from students, voting will take place this week. Ramya has been identified as president. Next meeting to take place next week.

Teacher Rep Update [S.Krier]: Progress reports will go home this Friday (which means we are 6 weeks into the year). From teacher union standpoint, negotiations are in place for new contract (last contract expired in June 2018). Discussions underway.

Adjournment: The meeting was adjourned at 7:24PM. Next meeting is scheduled for Wednesday, October 17th at 5:30pm.