



JGES PFC Meeting Minutes

August 16, 2017

FINAL APPROVED MINUTES

PFC Board Meeting 5:30PM – 6:30PM

PFC General Meeting 6:30PM – 8:00PM

Meeting Called to Order: 5:45pm (Board Meeting 5:45pm-6:50pm; General Meeting 6:50pm-7:45pm)

In Attendance:

Saba Aleem – President

Gloria Cheng – Vice President

Cheryl Sud –Secretary

Chiao Zielinski – Treasurer of Deposits

Pinal Vaidya – Treasurer of Budget and Accounting

Dr. Lorianne Ventura – Principal

Susie Krier – Teacher

Bridget Jakubowicz - Teacher

Albert Lee – Parent

Anu Gupta – Parent/Spirit Wear Chair

Kimberly Mehr – Parent/Gator Gallop Chair

Absent:

Michal Zielinski – Director of Communications/Webmaster

Kanchan Sehgal – Director of Volunteers

Meeting Called to Order: [5:45pm]

PFC President Saba greeted everyone to the meeting and group introductions were made. Gloria explained rationale behind her taking the VP position. Open positions on the board are still available (Director of Programs and Co-VP) and if any parent interested, board will vote that parent in.

Approved Minutes

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

Debrief of Past Events and Upcoming Events:

Fall Check-In: Saba and Gloria provided a debrief on Fall Check-In. Overall it went smoothly. Gloria appreciated the teacher side at the end since it impacted the ability to get more

donations and suggest to continue that set up going forward. Enrichment programs were set up outside and concern that not many parents went out there. Suggestion made to set them up in the front of the school next year. The donation of the school supply was a little confusing for some parents. If we continue with this in the future, we need to make it more clear that school supply donation is separate from PFC donation. Lori suggested that we start publicizing the School Supply Donation in January for the upcoming school year. Suggestion from Lori and Albert for Kinder families to come at a separate time and a longer timeframe since they had a lot more questions during check-in.

Kindergarten Welcome Picnic: Cheryl provided a debrief on the Kindergarten Welcome Picnic. Over 50 families attended. Thanks to our sponsors The Coop, Sitter Friends, and Academic Plus for providing food, drinks, face painting. The families enjoyed meeting one another and most importantly, the incoming Kindergartener's enjoyed meeting their classmates. Lori noticed that she noticed a difference in the Kindergarten playground on the first day of the class where families were mingling and kids seemed more comfortable and at ease. Plan to continue this picnic yearly.

All Staff Welcome Back Luncheon: Saba confirmed that the order has been placed from Baja Fresh, scheduled for Friday 8/18.

Back to School Night: KG and 1st grade on 8/17; PFC Board Member representative typically provides an overview on importance of Volunteers during the General Session in the MPR. 2nd through 5th grade scheduled on 8/24.

Kindergarten Handwashing Campaign: scheduled for 8/29. Saba to follow-up with Kanchan and confirm that everything is set.

Sandia Science Night: scheduled for September 13th. Flyer ready. Gloria chairing the event. Still looking for parent volunteers for this event.

Family Art Night: scheduled for September 22nd. Consider Amy who is leading Art in Action. Looking for parent volunteers to Chair this event. If unable to find a Chair by 8/25, may need to cancel this event. Lori to show a slide of upcoming PFC events that need Chairs during Back to School Nights.

Gator Gallop: Kimberly provided an update on where things are with Gator Gallop. Pledge packets to be sent out on 9/15. Week of 9/18, kids will be educated on fundraising dos and donts. Online donations will be provided via PledgeStar. Kimberly to attend Teacher Staff Meeting in September to provide additional updates on colored shirts for each grade level and more.

Spirit Wear: Anu provided an update that as of Friday 8/11, we have received \$1700 in spirit wear.

Calendar of Events for 2017-2018/Event Chairs

Saba to work with Kanchan to finalize recent changes and to finalize Chairs for events.

Treasury Report for 2016-2017 [Chiao/Pinal]

Pinal updated everyone about the 2017-2018 budget report. Reviewed Field Trip – Clearing Account (pg 16). To reconcile previous year and to work with Pinal, Gloria made request to get a teacher representative for each grade level, only if the expense was over the budgeted amount. Each grade level will continue to have \$2000 budget for field trips. Pinal requests an additional 15 days to finalize the 2016-2017 report. Will review and approve at September meeting.

Per Lori, the Field Trip – Clearing Account will be removed. The other two Clearing Accounts will remain (5th Grade Camp and 5th Grade Promotion).

Request by Lori, Student Leadership tab to be changed to Student Council in the Treasurer Report.

Teacher Stipends

Pinal will need to update teacher stipend budget off of new teacher list and changed grade level list. Lori asked about if teacher moved within grade level, do they get a stipend as well. Precedence is that only if they change grade level, they get the stipend. Board will verify the teacher stipend list when budget is reviewed.

Fall Check-In Donations Update

Chiao provided an update to Fall Donations. \$48,000 donations overall received. \$18,000 received for school supplies. Emergency kit \$1850. 5th Grade Promotion received \$2150. PFC donations \$27,885. Member planet fee \$1480, Paypal fee \$451.

Principal Update

Great start to the year. Thankful for the support of the School Supplies so that teachers could get their classrooms set up prior to the start of the school year.

Enrollment update: smallest geographical population in the district. Declining enrollment. 2nd grade changed from 6 classes last year to 4 classes this year. At the same time, increased 1st grade to 5 full classes. Next year, 2nd grade will increase and 3rd grade will decrease. Pattern will continue throughout the years, as long as boundaries don't change. Facility changes also were made: specialized academic instruction classroom changed to flex space room (new PFC

meeting room). Use of portable classrooms also declining and expect everyone to be back to main building if these patterns continue. Current student enrollment = 848. Expected to top out at 860, which is close to our capacity.

10 year of excellence celebration this year. In 2 months, competition to create the cover of our Yearbook.

Student Council opened this year. Motto: "By the students for the students". Elections will be held. Mrs. Gankoff (3rd grade) and Mrs. Hillier (4th grade) to send out applications to 3rd, 4th, and 5th grade students interesting in running for Student Council officers.

PFC Welcome Back coffee highly attended. Great event.

Slide show in main entrance has a picture from every classroom. Kids are happy and excited to be back in school.

School Site Council (SSC) Update

Next meeting September 5th. Roles need to be identified. SSC will also be reviewing the 2nd High School applications and currently looking for representatives (#1 parent) from each site.

Teacher Rep Update [S.Krier/B.Jakubowicz]

Teachers really appreciated having the supplies on Day 1. Gave them time back. Artwork from kids included in Zone 7 Calendar. Overall a great start to the year. Everything going smoothly. Gloria to create a Google Spreadsheet for Teachers to put all the Parent Volunteers and requesting Mrs. Krier and Mrs. Jakubowicz to distribute to all of the teachers. 5th Grade Promotion column to also be included in the spreadsheet for parent volunteers from each 5th grade class.

Budget Proposal Requests

Lori requested budget proposal for the following two high priority items:

All Grades (excluding Kinder): Scholastic \$4900 (\$6-7/student including tax/shipping)

Grade 3: Storyworks and Storyworks Jr - \$1216; Dynamat \$1118.40

Gloria made motion to approve to adding budget line item to "Other Program Expenses" of \$5000 to cover Scholastic material for all grade levels. Cheryl 2nd the motion, all in favor, none opposed, none abstained.

Grade 3 teachers will get back to PFC next month on Grade 3 request above.

Pinal/Saba to create a budget spreadsheet for each grade level so that teachers can see their funds.

Adjournment- The meeting was adjourned at 7:45PM. The next meeting will be on September 20th, 2017 starting at 5:30PM for the board members and a general meeting at 6:30PM.