



**John Green PFC Meeting Minutes**  
**Wednesday, November 17, 2021**  
PFC General Open Session 6:30PM – 7:30PM

**Meeting Called to Order: Tina Bhatia 6:32pm**

**Attendees:**

- Natasha Giannini: Co-President
- Joyce Trotter: School Principal
- Bridgette Jakubowicz: Teacher Representative
- Kimberly Mehr/Zumana Calcuttawala: Co-Vice Presidents
- Tina Bhatia: Co-Secretary
- Ritu Khendelwal: Director of Budget and Accounting
- Shikha Sharma: Treasurer of Deposits, Reimbursements & Purchases
- Amy Shumylo/Emily Sill: Co-Directors of Communications
- Lohita Chennamsetty/Surekha A: Co- Directors of Programs
- Ellan Tong- Director Of Volunteers/Room Parent Coordinator

**Absent:**

- Bhavana Nathani: Co-President
- Sarah Butt: Co-Secretary
- Bhawana Singh: Spiritwear Chair

**Housekeeping Approvals:**

- ❖ Approve minutes from October meeting
  - Tina Bhatia motions to approve October meeting minutes.
  - Amy Shumylo/Natasha Giannini seconds.
  - All in favor
  - Motion passes

**President's Update:**

- ❖ Superintendent's Meeting
  - Natasha attended the meeting and it now has a new format, where a google form is shared with all the schools.

- Working document, where all the schools update the different upcoming events, kudos.
- Great format, idea sharing.
- Many schools are having some form of Holiday events.
- DHS announced a College Prep Program.
- Parents will now be allowed on campus at the direction of the Principal of each respective school.

### **Principal's Update:**

- ❖ Social Emotional Learning
  - Breathing Balls have been distributed to the classrooms.
- ❖ Disc Seating
  - Teachers sign up for the disc seats.
  - 19 have been distributed.
  - 21 seats remaining.
- ❖ Halloween Parade & Trunk or Treat
  - Very successful. Kids were happy to show off their costumes and have a parade.
  - The trunk or Treat event was successful as well.
- ❖ December Dash AKA Gator Gallop
  - Will be held on December 9th, 2021.
  - On a smaller scale and being organized by the teachers.
  - Kids will have trackers to mark their laps.
  - Small goal of \$21,000 in order for the kids to be successful.
  - If goal is reached (or almost reached), the Principal and Vice Principal will be doing one of the following:
    - Silly String Fight
    - Dress up as ice cream sundaes (whipped cream, sprinkles)
    - Cream Pie in the face
    - Dress up in a chicken costume and do the chicken dance all day
  - The above options have been given to the staff to vote on and the voting is now open.
- ❖ Parent Volunteers
  - Parent Volunteers, especially for our primary grade (for centers) will be allowed on our campus.
  - It will be on a limited basis and rolled out cautiously since not all teachers may be ready to have parent volunteers.
  - Limited to 1 parent in a classroom at a time.
  - Parents would need to submit their vaccine card, be background checked and submit a weekly negative covid test.

### **Treasurer report:**

- ❖ Revenue:
  - Parent donation \$965
- ❖ Expenses:

- \$719.42
- ❖ Bank Account:
  - Total funds in bank accounts: \$84,020.30
- ❖ Future Fund
  - Shikha Sharma, again brought up the Future Fund charge of \$169.65
  - Mrs. Trotter has suggested to reach out to Kim Vanner, Tess Johnson's secretary.

#### **Fingerprinting:**

- Tina brought up the need for our Treasurers, Vice President to be fingerprinted.
- Tina will email Shirley Edward at the District office to find out if DUSD has a list of vendors that our PFC members can get fingerprinted at. Once information is received, she will let the Co-treasurers and VP know, so that they can get fingerprinted.
- The cost of the fingerprinting will be covered by the PFC as outlined in the bylaws

#### **Walk through California & Walk through America:**

- Kim mentioned that Tammy would need to book the above events for the 4th & 5th graders.
- Tammy has mentioned that the ASB does not have enough funds to cover, so Kim asked the board if we would be willing to cover.
- Shikha mentioned that Tammy has shown her (Shikha) an invoice that shows the amount as paid, but we are unaware as to who the sponsor is.
- Shikha or Kim would need to reach out to Tammy to get more information on this paid invoice. They will reach out to Tammy after the Thanksgiving Break.
- The rough cost of both the events is \$4,000 to \$5,000.
- Touch base again about these events in the December meeting.

#### **Junior Achievement & Project Cornerstone:**

- Educational programs that can be run by parent volunteers either in person or via Zoom.
- Mrs. Jakubowicz to send out a google form to the staff to find out whether there is interest in holding these programs in their class.
- The form would also include the question on whether they would like it to be in person (parent volunteer) or Via Zoom.
- The survey will be sent out only after the holidays since this week is conference week at school.
- Survey results will be shared at the next meeting.
- Shikha to reach out via email to Samantha Carli to get an idea about books on Project Cornerstone.

#### **Wellness Wednesday/Ongoing Walk & Roll to School:**

- Our first kick off date for Wellness Wednesday is December 15,2021
- Alameda Safe Routes 2 School has sent us all the promotional flyers, incentives for our kick off event.

- There will be two checkpoints for the students, one near the kindergarten classroom and one near the 3-5th grade entrance (bike rack)
- Walking buses from different neighborhoods are being planned.
- In January, we will have our Bike Mobile event, possibly after school hours.
- The Golden Sneaker Contest will be held February-March.
- In May, we will have Bike to School Day.
- Ellan has requested that Lohita send all the details to her so that she can generate a volunteer sign up sheet. The details should outline the number of volunteers needed, as well as dates, since its year round.

**Yearbook Photos (not part of the agenda):**

- Amy Shumylo brought up the point that parents had a difficult time to upload pictures on google drive for the virtual pumpkin decorating and costume contests.
- Parents would like to upload pictures of their child so that they can be included in the yearbook.
- Mrs. Trotter pointed out that we have a yearbook coordinator, a teacher at our school who is handling it.
- At this moment in time, yearbook pictures are of students on campus only.
- If parents upload pictures to their class Shutterfly, then it's at the discretion of the teacher to upload it to the yearbook drive.
- Mrs. Trotter cautioned the PFC against uploading pictures, since there are many students who are on the Do Not photograph list.

**PFC sponsored Holiday Event:**

- Tina brought up whether we as a PFC would like to hold a Holiday event for our Green Community.
- Emily suggested a Holiday scene where families can take pictures and maybe a Hot Cocoa station.
- Ellan to reach out to Sawna Patel to see if she would be interested in chairing the event.
- Emily and Shikha would be willing to help plan the event.
- Date shortlisted is 12/17/21 and the time would be 5pm-7pm.
- Ellan will send the Facility Use Request form to the District by 11/29.

**December Dash Sponsors:**

- Kim asked the PFC Board if we would be willing to help get sponsors for the December Dash.
- Tina asked if there is a formal letter or tiers narrowed down for the event.
- Ellan and Kim to share letters and sponsor lists from past years.
- It was decided to have no tiers, and just keep the banners from the sponsors Monday morning to Friday evening and the sponsor cost would be \$200.
- Kim to look into getting a formal sponsor letter from the school.

**PFC Fundraising: (not part of the agenda)**

It was mutually agreed upon by the board members that the PFC fundraising activities be postponed to February/March, since we have a lot of activities going on and PFC currently has enough funds.

**Spiritwear Update:**

- Bhawana Singh emailed that she has no update from her end and hence did not attend the meeting.
- Shikha mentioned that we have not received an invoice or our share of the money from our vendor BYOG. Two email reminders have been sent with zero response.

**Adjournment:**

- Meeting adjourned at 7:35pm.
- Next PFC Meeting 12/15/21 at 6:30pm.