

John Green PFC Meeting Minutes – Final

September 12, 2016

5:40 - 6:35 pm - board meeting

6:35 - 7:45 pm general meeting



PFC President: Gloria Cheng
Co Vice Presidents: Carmen Phan & Donna Tung
Secretary: Sara Tirona
Treasurer: Kristen Heiden & Pinal Vaidya
Director of Volunteer: Kanchan Sehgal
Director of Communications: Jas Hayer
Co Directors of Programs: Albert Lee & Carmen Martinez

In attendance: Dr. Ventura, Gloria Cheng, Albert Lee, Kristen Heiden, Kanchan Sehgal, Carmen Martinez, Carmen Phan, Pinal Vaidya, Bridgette Jakubowicz, Sara Tirona, and a total of 4 parents.

Absent: Donna Tung and Jas Hayer

1. Call meeting to order at 5:40 pm – Gloria Cheng
2. Welcome and Introductions
Gloria welcomed the parents and gave an overview of our agenda
3. Approve August Minutes
Gloria made the motion to approve and Kanchan seconded the motion. 5 approved. None opposed. 1 abstained.
4. Recent Updates and Q&A on updates
 - a. Principals Update - Coffee Meeting
The coffee meeting went well. Reviewed test score data that we possibly qualify for a blue ribbon award. Talked about how we identify ourselves based on school mission. A Lot of feedback was received from parents. Feedback will be reviewed.
 - b. Co VP - Carmen P.
Gator Gallop - Discussed the details of day of event, collection day(s) and spirit wear. There will be a competition for school spirit. Teachers to request two parent volunteer for the day of event. Volunteer needed to wear school mascot suit at the rally and on the day of even. 10 volunteers needed on Oct 14 and possibly Oct 21 to record cash and check donation. Online donation preferred to avoid costs, volunteer and accounting time.
 - c. President
Holiday Boutique and Kids Craft Activity - We will need to cancel contract for Winter Wonderland to avoid penalty. This event will be put on hiatus. None opposed.
PFC Board Google Site Access - went over Google site to functions as a mean to communicate to limit email use and for ease to finding information.
 - d. Secretary - Sara

John Green PFC Meeting Minutes – Final

September 12, 2016

5:40 - 6:35 pm - board meeting

6:35 - 7:45 pm general meeting



SF Premium Outlets - My School Rewards Program. Twelve schools to participate in this program. Schools will compete for the highest accumulation of points during the school year. Cash prizes will be awarded. Start date will begin when all twelve school spots are filled. SF Premium Outlets will notify us when program begins.

e. School Site Council Update -

f. Teacher Rep- Bridgette Jakubowicz

Check in went well. Thank you Carmen P. for organizing school supplies. No other update.

g. Treasurer- Reports presented by Kristen

Fiscal Year Report - Albert made the motion to approve the report subject to yearbook sales report needed to finalize. Carmen P. seconded the motion. All approved. None opposed.

Budget - Budget for this year has been revised. Pinal will be sending out a final report pending on feedback with a deadline of Sept 19. Dr. Ventura made a motion to approve the report subject to a few changes. Carmen M. seconded the motion. All approved. None opposed.

Reserve Policy - Kristen drafted a reserve policy to accurately reflect our financial position. With the policy in place, we can clearly see the net amount we can use on programs. Gloria made the motion to approve. Carmen M. seconded. All approved. None opposed

5. Debriefs from Recent Events

a. Back to School Night

All went well with the exception of a few comments on overcrowding in MPR.

b. Principal's Coffee Meeting

See Principal's update above

6. Upcoming events

a. Yearbook Training - Sept 14

b. Family Art Night - Sept 15

c. Kindergarten Handwashing Campaign - Sept 27 Kanchan has been in communication with Dr. Herrera to sort out the details.

d. Gator Gallop - Oct 7

e. Principal's Coffee - Oct 13 The next meeting will be in the morning at 8:30am

f. Red Ribbon Week - Oct 24-28 (Student Council) This is a great opportunity for students to take the lead

g. Fall Festival - Oct 28 No chair yet but Kanchan has been in communication with several individuals who showed interest to help out with parts of the event.

h. Diwali Family Evening - Nov 4 Kanchan had the initial planning meeting where several ideas for different possible stations for the event were discussed.

i. Mock Election - Nov 8 Albert will be chairing this event.

John Green PFC Meeting Minutes – Final

September 12, 2016

5:40 - 6:35 pm - board meeting

6:35 - 7:45 pm general meeting



- j. Gator Gallop Awards - Nov 14 Top runners per grade will be awarded. There will be a pizza party per class for top donations.
- 7. Public Comments and Miscellaneous Items - Parent gave positive feedback on their first year at school.
- 8. Gloria adjourned Meeting at 7:45 pm.