



SANTA ROSA FRENCH-AMERICAN CHARTER SCHOOL

PAF April Open Meeting

4/18/18 | Library

Attendance

PRESENT:

Elif Alton
Kristina Dorman
Travers Ebling
Galienne Eriksen
Ronit Glickman
Jeff Gospe (Treasurer)
Megan Hernandez
Tracey Klein (President)
Samantha Makinano (Secretary)
Dana VanBlair
Brittany Westerman (V. President)

NOT PRESENT:

I. Meeting Called to Order

6:37 PM by President Tracey Klein

II. PAF Mission Statement

Read individually

III. Public Comment

none.

IV. Consent Agenda and Approval of Minutes

- A. **AGENDA:** T.Klein motioned to approve agenda for tonight's meeting. G.Eriksen seconded. Unanimously approved.
- B. **MINUTES:** No corrections made to 3/7/18 minutes. T.Klein motioned to approve March minutes. E.Alton seconded. Unanimously approved.

V. Reports

A. **PRESIDENT'S REPORT:** T.Klein reported in the SAB meeting - a review of our agenda this evening.

B. **TREASURER'S REPORT:** J.Gospe provided balance sheet, year-to-year comparison, and budget vs. actual reports. High points discussed and amounts rounded below. Full documents available on request.

- We have \$81k in unrestricted cash, \$2.4k in PayPal, \$30k in savings reserve, \$1k grant funds held for a garden art project, and \$11.7k held for building our playground, and \$10.4k held for our lunch program.
- We have \$2k in inventory assets (leftover wine).
- We have a \$1500 security deposit at V.Chanticleer and a \$500 security deposit at Friedman Center owed to us... B.Westerman to pursue these.
- We have used \$1740 of a \$2500 legal retainer with a firm in Sacramento that we no longer need. We are owed \$760. K.Dorman to pursue this.
- We are owed a \$649 reimbursement on a shade structure in 2/16 that we never got... Helene Efron was in charge of this and has been emailed to follow up.
- *Our total assets are \$143k. We have no liabilities.*
- We have raised \$108k in our Family Giving Campaign this year, which is more than last year.
- We raised \$10,960 at the Carnavale Paddle Raise (not \$13k as previously reported, software collected \$2k more than it should have and this was reversed), all reserved for our playground.
- We have raised \$707 in Dine & Donates that is reserved for the playground.
- *Total money raised so far this year is \$206.6k.*
- We have spent \$18k into our lunch program so far this year.
- We've spent \$25k on EFBA this year.
- We've spent \$3500 on cultural events. Kindness Week went over budget because full awards were given to over 80% of participants. This will be fine-tuned next year, and votes via email in between meetings will be minimized.
- We've spent \$64k on classroom/library/teacher support, field trips, site administration, and accreditation this year.
- We have not had to spend on technology/equipment this year as Mr.Johnstone has handled it all using district money.
- *Total money spent so far this year is \$185k.*

C. **PRINCIPAL'S REPORT:** R.Johnstone

- Mr. Johnstone, Allison Budlong, D.VanBlair, Nicolas Mooradally, and Pascal Bon are working on re-vamping our website
- April 28 is campus cleanup day from 9-1.
- Book Week is coming in May.
- A Latino Week is desired as a cultural event.
- 65 students are currently taking the ELPAC test (for English language learners).
- Lets Go Learn testing will happen soon for the purpose of data collection.
- The Cufay textbook order will be placed in May, books arriving in August.
- The meeting with the district to present our playground proposal. We are hoping to start building in late June.
- Myriam Walker (1st Grade) is leaving to go back to New Orleans next year, and he is advertising to fill her position.
- He is pushing to add a 5th grade class.
- Chef Ruthie's last day was yesterday, he found out yesterday. The district is looking for a replacement chef.
- Earth Day parent lunch this week and May 4 parent lunch can still go on. 55 people maximum from here on out.

VI. Discussion Items

- A. **NOMINATING COMMITTEE:** Mellissa Uang (reporting for Cynthia Alexander and Michelle Gervais). 3 positions will be opening up for next year (J.Gospe, T. Klein, G.Eriksen). T.Klein will be re-applying, though not for president. We will need to elect a new treasurer and a new president, and we will also need a communications director and volunteer coordinator. The Nominating Committee will advertise for parents to fill these roles.
- B. **ECOLE EN BLANC:** B.Westerman reports that there has been feedback on going back to using Doyle Park as our venue rather than Julliard Park. Currently we have a reservation at Julliard, and have put a hold on the date at Doyle, so either venue is available on 8/18/18. We still need a chair for the event. B.Westerman motioned to move the venue to Doyle Park. J.Gospe seconded. Motion passed with 7 aye votes.
- C. **ENRICHMENT:** R.Glickman reports that at tonight's meeting SAB voted that they will take over after school enrichment decisions (i.e. which courses/programs offered). Several French teachers are interested in teaching after school enrichment classes in sports and arts. SAB decided that two (2) 14-week sessions of EFBA will continue, with the number of classes to be determined by registration demand. There has also been feedback that a teacher-driven homework club (not tutoring, not EFBA) is desired.
- D. **COMMUNICATIONS:** Group discussion led by T.Klein
- The Facebook "SRFACS Circle" group is hosted by a parent who had invited PAF participation, it is not an official communication vehicle. Over the last few years much feedback has been received from school administration, counselors, teachers and parents that they find the Circle to be a sometimes unhelpful mode of communication. Social media is, however, felt to be an effective way to disperse official information when used correctly for this purpose. It was suggested that SRFACS create and promote an official school Facebook group, which will be one of the places parents can go for information regarding the school (including Principal Communiques, La Plume, Class Rep emails, the marquee and bulletin board). In the future, coordinating all of these official modes of communication will fall to a Communications Director.
- E. **ALLIANCE FRANCAISE:**
- B.Westerman reports that on Sunday July 15, they are interested in co-hosting a Bastille Day event. This would mean helping with costs, which would be minimal. Ragle Ranch is the location. B.Westerman motioned for us to co-chair this event and approve up to \$500 to spend on it. S.Makinano seconded. Unanimously approved.
 - J.Gospe provided the results of Alliance Francais' survey. Conversational French is the biggest interest. Comprehensive Study and Content Related to Classroom also have strong interest. A.F. seems open to waiving membership fees from the SRFACS community, and are open to private tutoring and/or homework clubs.

VII. Action Items

- A. **ECOLE EN BLANC VENUE CHANGE:** B.Westerman motioned to move the venue from Julliard Park to Doyle Park. J.Gospe seconded. Motion passed with 7 aye votes.
- B. / C. **TEACHER VISA and TESTING REIMBURSEMENT:** J.Gospe reports that the most we have paid for this in the past is \$12k, but there is the potential of up to \$30k. J.Gospe motioned to approve the following policy, as recommended by SAB. B.Westerman seconded. Unanimously approved.
- PAF pays for 50% of the Visa for teacher and dependants the first year .
 - PAF pays 100% of the Visa for teacher and dependants the following years.
 - PAF pays for the teacher's 1st CBEST attempt.

J.Gospe also motioned to waive collecting \$500 from J.Arnaud for his half of his 1st year visa (this policy did not exist then), as well as to reimburse N.Mooradally \$1367 for his 2nd year Visa that he paid for himself. B.Westerman seconded. Unanimously approved.

VIII. Committee Reports

- A. **TECHNOLOGY:** D.VanBlair

1. *Website* - planned to be redesigned before school starts in August.

2. *Donor Software* - D.VanBlair motioned to approve Little Green Light. J.Gospe seconded. Unanimously approved. This will be ready to launch by July.
 3. *La Plume* - always looking for content, he writes them on weekends.
 4. *Strategic Planning Survey* - being sent out to PAF & SAB members soon.
- B. **VOLUNTEERS:** G.Eriksen reports that Ali Miller will be chairing the Campus Cleanup on 4/28. Lynn Wheeler is the Garden Committee chair, and K.Dorman will be working on another mural.
- C. **BOOK FAIR:** G.Eriksen reports that we spent \$5,195 on books and \$387 on PAW awards for the book fair, and we made \$10,261.
- D. **NUTRITION:** T.Ebling reports that our average daily lunch program participation is 224 students (around 50%). We only need an increase of 10-20 kids per day (5-8%) to break even. Ideas on how to boost participation are being investigated. He is trying hard to get the district to procure all of our animal proteins from local organic sources.
- E. **PLAYGROUND:** T.Klein and T.Ebling provided the written proposal that will be presented on Monday to Rick Edson at the District. We had budgeted up to \$75k as a board, and this phase (swings and climbing structure) will cost much less. We are also in the middle of applying for a Kaboom grant towards our playground. T.Ebling motioned to approve up to \$45k for this phase of our playground. M.Hernandez seconded. Unanimously approved.
- F. **FAMILY GIVING:** E.Alton provided a list of improvement suggestions via email, including providing written information why we need the donations, and what it has been used for in the past., weekly updates via La Plume school-front Eiffel Tower & social media, and simple donor software that one person can manage (rather than a committee).
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IX. Future Meetings

5/9/18 at 6:30 pm in the library. New board members will be elected.

June meeting to be determined. Any summer meetings to be determined by the new board.

X. Meeting Adjourned

9:22 PM by President Tracey Klein

Motions Made and/or Passed Between Meetings

5/7/18 via group PAF email

T.Klein motioned to purchase a \$100 Bistro 29 gift card for Mr.Johnstone as a token of gratitude, as well as give him a bottle of champagne from our wine vault. R.Glickman seconded. Vote passed by majority.

Minutes prepared and revised for review by Samantha Makinano.