



SANTA ROSA FRENCH-AMERICAN CHARTER SCHOOL

PAF Meeting - Rescheduled due to fires

10/26/17 | Library

PRESENT:

Elif Alton
Travers Ebling
Galienne Eriksen
Ronit Glickman
Jeff Gospe (Treasurer)
Megan Hernandez
Tracey Klein (President)
Samantha Makinano (Secretary)
Dana VanBlair
Brittany Westerman (V.President)
Allison Budlong - SAB member
Natasha O'Keefe - community member
Alyssa Feldman - community member

NOT PRESENT:

Kristina Dorman

I. Meeting Called to Order

5:38 PM by President Tracey Klein

II. Mission Statement

SRFACS Parent Association Foundation was established to provide services to the school community, to conduct activities to foster community spirit, involvement and awareness, and to raise funds solely for the purpose of supporting school goals and programs, while continually being mindful of the French-American connection.

III. Public Comment

None

IV. Consent Agenda and Approve Minutes

- A. J.Gospe asked to add Discussion Item VII.C.: Check in and confirm board members abilities to satisfy their commitments.
- B. * Approval of minutes for August general meeting was removed prior to tonight's meeting start and crossed off agenda.

- C. No changes made to Minutes of General Meeting on 9/6/17. T.Klein motioned to approve September minutes.
B.Westerman seconded. Unanimously approved.
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V. Board Reports

A. PRESIDENT’S REPORT: T.Klein

Our entire community and city were affected by the firestorm that began on October 8. People are hurting emotionally and financially. PAF is a vital financial support of SRFACS, but we have lost 3 weeks of prime fundraising. We will have to make adjustments to our budget in order to accommodate for this fact. In addition, we wish to set up a Fire Relief Fund to help the many SRFACS families and associated staff who were directly affected by the fire. Our website and PayPal link will reflect whether donations are being given to our General Fund (“Family Giving”) or the Fire Relief Fund. Per our accountant, there are no legal issues with giving money from the Fire Relief Fund directly to families/individuals associated with SRFACS.

B. TREASURER’S REPORT: J.Gospe

- We have \$90k in checking, \$15k in PayPal, \$30k in reserves, \$6k in restricted cash, and \$23k unspent but earmarked for EFBA subsidies - therefore we have \$105k available to spend.
- We have \$14k in inventory assets and this number will be moved into our Fire Relief Fund budget once set up. We have also received \$20k in donations (cash, giftcards, clothing, household goods, etc) that is designated as “other income” right now and will also be moved into our Fire Relief Fund. We need detailed records of these donations so they can be reported on our taxes.
- We are at \$74k in individual donations to this date, which is \$10k less than last year at this time - but we did have a national disaster occur during the final push of our Family Giving Campaign. Corporate donations are up from last year.
- At \$84k our Gross Profit to date is less than last year’s \$122k because we no longer collect money for Enrichment programs.
- We have spent \$53k so far this year: \$14k teacher support, \$14k classroom supplies, \$12k EFBA subsidy, \$4700 Ecole en Blanc, \$2300 Vendange preparation, \$2100 bookkeeping, \$2000 Principal’s “slush fund”, \$1100 magnets, and \$800 misc expenses (bank fees, website, postage, etc)
- We are still owed our \$200 security deposit back from the city for Ecole en Blanc.

VI. Committee Reports

A. FETE DES VENDANGE: B.Westerman, T.Klein, M. Hernandez

Vendange Committee decided to cancel the event due to timing. We lost 3 weeks of planning/prep, tickets were to launch the week of the fire, our auction items hadn’t come in yet, and everyone’s donation money is likely going to fire relief right now. It was also felt to be insensitive and in bad taste to hold such a grand celebratory event right now. We will reschedule to February (date to be named) with a seasonal “Carnivale” theme. We have no penalty for rescheduling with the Friedman Center, and our auctioneer is donating \$1000 off of his fee at that time. Though the event wouldn’t happen until February, donations/auction items should be gathered before 1/1/18 so that companies and individuals can also donate again for the next school year’s event if it is to be held in the fall again.

B. FAMILY GIVING CAMPAIGN: E.Alton

- Before the fire, we were at 68% donations. Zeynep Brockett’s class had reached 100%.
- 3 class reps lost houses in the fire. Substitute reps have stepped in to replace, or classes have been merged for representation.
- Families who lost homes will not need to donate in order for classes to receive their bonus.

- Classes that receive their bonus will now have the option of donating their \$500 to our fire relief fund. Those classes will vote and decide for themselves. T.Klein motioned to give classes the choice of keeping or donating their \$500 bonus. B.Westerman seconded. Unanimously approved.
- E.Alton motioned to extend the FGC classroom bonus deadline to 12/31/17. G.Eriksen seconded. Unanimously approved.

C. EFBA: J.Gospe

- Classes scheduled to begin the week of Nov.6. Parents are needing to be notified of this by EFBA.
- The 4 weeks lost (3 weeks of school closure and the first week of re-opening) will need to be either made up or prorated/refunded. J.Gospe and R.Johnstone are the EFBA liaisons who will assist in this.
- The idea of giving spaces to kids who lost homes in the fire was brought up. SAB would need to discuss this and R.Johnstone would need to approve.

VII. Discussion Items

A. FIRE RELIEF: T.Klein

We will be establishing a Fire Relief Fund to help our SRFACS families and associated staff who were impacted by the fire. An application to receive aid from this fund will be created by G.Eriksen and dispersed via E.Alton to the class reps and by R.Johnstone to the entire community. Applications will be reviewed by a closed committee and kept confidential. A fundraising goal will be set as a motivator.

1. *Impact of the Fires*: G.Eriksen... As of right now we know of 20 families and 1 staff (crossing guard Forest Badarocco) who lost their homes. This info has been gathered by R.Johnstone, class reps, Facebook, etc.. This number does not include those families who cannot access their standing homes, and may increase as we get more info. More accurate numbers will be forthcoming.
2. *Coordination of relief*: G.Eriksen
 - Galienne has been communicating with these families providing information on resources to help them, and gathering what donations are already being offered.
 - Ann Gospe and Ashley Carollo have been running a free clothing dispersal “store” out of Bike Monkey in downtown Santa Rosa. T.Klein will extend an invitation to utilize this store to the Santa Rosa Arts Charter School. It will be open throughout next week. E.Alton will notify class reps to ask for volunteers at the store.
 - Ashlee Staroba has coordinated with the French school in Sunnyvale to begin sending support.
 - The French Consulate will also be sending support.
 - D.VanBlair and T.Ebling will add a banner to our website thanking first responders, notifying the community of the number of families whose homes were affected, how much we have raised and our matching offer, and a link to the aid application.
 - B.Westerman will write thank you notes for donations.
3. *Raising and disbursement of funds*: T.Klein, J.Gospe... A closed committee including a SAB member and teacher representative will be created to coordinate efforts and review applications. All information will be kept confidential. This committee will be chaired by G.Eriksen and will additionally consist of T.Klein, J.Gospe, S.Makinano, T.Ebling, E.Alton, R.Glickman (teacher), and Allison McLeod (SAB).
4. *Other support*: B.Westerman... Community gathering is especially needed now, and support may waiver the farther we get from the fires. The Event Committee will meet next week to plan some low-key events (a potluck picnic, movie nights, etc) to happen before the year is out. Per R.Glickman, the teachers are wanting something quite soon. An adopt-a-family program for the holidays will also be explored... M.Hernandez suggested also organizing some relief for the larger community outside of our school, but per J.Gospe due to the terms of PAF’s non-profit status we are limited to helping the school community only. Any other fundraising would have to be organized and manned by parents outside of the PAF umbrella.

B. BUDGET PRIORITIES: J.Gospe

- \$20k is suggested as the amount we will match in monetary donations for our Fire Relief Fund received from 11/15-12/31/17.
- T.Klein suggested that we remove field trips from our budget. G.Eriksen recommended getting SAB's direction on this.
- We don't get money from the American Society of the French Legion of Honor any longer, perhaps we should ask again
- Our event budget for the postponed Fete des Vendange (now Carnivale) will stay the same .
- Book Sales budget will decrease 25%, which reflects losing 3 weeks of prep, promotion, and sales.
- Nutrition budget will decrease from \$25k to \$20k.
- Field Trip budget to decrease from \$15k to \$5k pending SAB's recommendation. If so, we will take off the "field trip" wording from donation link on our website.
- Campus & Facilities budget will decrease from \$125k to \$75k.
- Classroom books/supplies will remain the same.

C. BOARD MEMBER COMMITMENT:

Regardless of the changed community landscape after the fires, all board members present re-affirmed their commitment to their duties on PAF.

VIII Future Board Meetings

Wed, November 1 at 6:30 PM in the library.

IX Adjournment

8:06 PM by T.Klein

Minutes prepared and revised for review by Samantha Makinano.