



SANTA ROSA FRENCH-AMERICAN CHARTER SCHOOL

PAF Open Meeting

5/1/19 | SRFACS Library

Attendance

PRESENT:

Elif Alton (Vice President)
Ronit Glickman
Jeff Gospe
Megan Hernandez
Tracey Klein (President)
Samantha Makinano (Secretary)
Brianna Matel
Crystal Shrouf
Rachel Sweet (Treasurer)
Dana VanBlair

NOT PRESENT:

Travers Ebling

I. Meeting Called to Order

5:36 PM by President Tracey Klein

II. PAF Mission Statement

READ TO SELVES

III. Public Comment

ANN GOSPE expressed gratitude and appreciation to the teachers, the school, and PAF for creating a culture and environment unlike any other.

IV. Consent Agenda and Approval of Minutes

A. AGENDA:

- Added Virginia Ruppert Visa support to Discussions
- Added Bastille Day to Committee Reports
- Added Welcoming Committee to Committee Reports

B. Matel motioned to approve amended agenda for this General Meeting of 5/1/19. C. Shrouf seconded. Unanimously approved.

B. MINUTES:

1. Approval of Minutes from General Meeting of 3/6/19

- Corrected spelling error of a name.

B. Matel motioned to approve amended minutes. D. VanBlair seconded. Unanimously approved.

2. Approval of Minutes from General Meeting of 4/3/19

- Clarified the amount of funds that has been given to the principal for field trips so far this year.

D. VanBlair motioned to approve amended minutes. B. Matel seconded. Unanimously approved.

V. Board Reports

A. **PRESIDENT'S REPORT:** T.Klein thanked us all for our work. It has been a chaotic 2 years, and everyone is appreciated. A big thank you to Principal Anderson. Tracey is stepping down as President, but will still be on the board. Her goal has always been to support our teachers and she hopes to see us continue to do that. We have good candidates for the board openings coming up.

B. **TREASURER'S REPORT:** R.Sweet provided current balance sheet, profit and loss report, and budget vs. actuals report. High points discussed and amounts rounded below. Full document available on request.

- We have \$91k in cash, \$42.5 in Paypal, \$29k in reserves, and \$10k restricted for nutrition.
- We have \$2.3k in miscellaneous assets (ex: inventory).
- We have \$4.4k in security deposits.
- *Our total assets are \$180k. We have no liabilities.*
- We have raised \$147.4k in Family Giving so far. \$80k of that was in one day at Ecole en Blanc.
- We have raised \$2.6k in Corporate Giving so far.
- We have raised \$34k in Event income this year. We still have Carnaval revenue coming in.
- We have raised \$2k in other income this year.
- *Total money raised so far this year is \$186k*
- We have spent \$34k on Events this year. We still have Carnaval expenses coming in, and are under budget for that.
- We have spent \$6.3k on Enrichment scholarships this year.
- We have spent \$56.3k on Program Expenses (ex: class supplies, field trips, accreditation/certification, professional development) this year.
- We have spent \$5.4k on Foundation Expenses (ex: tax prep, bookkeeping, website) this year.
- We have spent \$53.5k on Playground/Construction this year.
- *Total money spent so far this year is \$156k*
- Cordell Hull bill will be paid this week, and teacher accounts will be settled next week.
- Teacher reimbursements will be a streamlined process next year.
- We will work with teachers towards a more accurate budget next year.
- TOSA / Principal PAF fund budgets will be submitted before the beginning of next year.
- A teacher submitted a \$111 dinner receipt for reimbursement. The diner occurred on a professional development trip.
D. VanBlair motioned to approve reimbursement of \$50 of this bill. B. Matel seconded. Unanimously approved.

C. **PRINCIPAL'S REPORT:** Evelyn Anderson reporting

- SBAC testing continues, and parents have been getting students to school on time, which is appreciated.
- Earth Day was a success and much enjoyed.
- The talent show is on 5/17/19.
- ELD students graduating out of the program will be having a celebration at the next ELAC meeting on 5/17/19.
- Our school will be presented at the school board meeting on 5/8/19.

- May 8th is school nurse day - please show appreciation for our nurse.
- Cheryl in the office would like to have field trip funds released to her in full rather than come to PAF with specific bills. We have already released \$17.5k for field trips, and had wanted an estimation of the total amount needed before releasing the entire \$30k budget - however we had not been allowed to meet with teachers to discuss this under former Principal Flanagan. In the future teachers and PAF will work together to budget field trips.

B. Matel motioned to release \$10k to the school tonight for the purpose of paying for field trip bills. S. Makinano seconded. Unanimously approved.

PUBLIC COMMENT:

- Boris Catelin requested that field trip funds be in place before the beginning of the next school year so the teachers can plan / reserve accordingly.
- Blerta Zildji suggested that the field trip budget assigns a specific amount per student (allowing more for older students).

D. SAB / DISTRICT REPORT: J.Gospe reporting, assisted by T. Klein and Principal Anderson.

- 5 teachers are currently in danger of being let go if they do not pass the CBEST in August due to miscommunication / misunderstanding regarding yearly CBEST requirements. Resolving this issue is of primary and urgent priority to SAB. Michelle Gervais is working with the administration to affect current teacher retention. PAF will support this effort in any way possible.
- The Press Democrat is working on an article about the city's charter schools. SRCS has declining enrollment in all schools other than its charters. We even have students coming from outside of the district at our charter schools.

E. ELAC REPORT: S. Makinano

- Our school has 134 ELD students, comprising 15 native languages. Spanish and French are the largest percentage.
- 34% of the ELD students have been reclassified this year (moved to a new level of competency).
- 15 students of that 34% will be graduating out of the ELD program this year.
- The district has adopted a new pilot program for ELD students in middle and high schools. The concepts are being used for K-6 grades as well.
- There will be a 2 week summer school held at SRFACS for 1-3 grades. Students will be recommended by their teachers.
- DELAC topics this month largely centered around teacher and district negotiations.
- Principal Anderson recommended that ELAC send a representative to the District Advisory Board meetings each month.
- An applicant for next year's PAF board who speaks fluent Spanish and French was present at the meeting.

VI. Committee Reports

A. TECHNOLOGY/ APP: Ben Wolf reporting

- Readership is increasing and is at 160 subscribers. Our goal is 600.
- We would like to advertise the app at Ecole en Blanc, Back to School, etc.. It will be a vital tool for fundraising.
- Mr. Wolf is the one doing all the pushes and updates right now, but as it grows we will need a committee next year.
- Absence reporting via app is waiting on district approval.

B. NUTRITION: Michelle Klimek was not present to give report.

C. BASTILLE DAY: M. Hernandez reports that she will need someone to help at the event on 7/14/19, she will be out of town. We will also need volunteers to help with pouring wine. C. Shrouf volunteered to help at the event.

D. CARNAVAL: C. Shrouf reports that she has booked Ellington Hall for 2/22/20. Their extended space (same location) will be open then. We will be using a different auction format as the one we tried this year was not as popular.

E. ECOLE EN BLANC: M. Hernandez reporting

- The picnic area at Ecole en Blanc has been reserved for 8/17/19.
- Magnets needs to be ordered as donor gifts.
- We will get Paypal tap devices to assist in processing donations

- There will also be capability to prepay via our app.

F. **FAMILY GIVING CAMPAIGN:** E. Alton reports that she is ready to transition to next year, other than corporate info. We need to make sure that corporations have our SRFACS Foundation code and that people double check it.

G. **WELCOMING COMMITTEE:** M. Hernandez reports that we will also be holding a private thank you/goodbye party for the teachers on 5/31/19.

VII. Discussion Items

A. **VIRGINIA RUPPERT VISA:** Ms. Ruppert explained that some teachers are nearing the end of their visa but would like to extend their stay. The district is unable to pay to extend their visas and she was wondering if PAF could fund this. J. Gospe pointed out that visas must be employer sponsored and PAF cannot have employees, and this could endanger our non-profit status. J. Gospe will consult our attorney on retainer as well as a contact of Jean Arnaud's at the immersion school in Palo Alto and do more research on this subject.

VIII. Action Items

A. **TEACHER YEAR END PARTY - REQUEST FOR FUNDS:** Evelyn Andersen requested that PAF fund the year-end party usually paid for by the principal's fund. There were no funds remaining when she and Mr. Sheppard stepped into the position.

J. Gospe motioned to approve up to \$1000 for Principal Anderson to spend on the year-end teacher party. E. Alton seconded. Unanimously approved.

B. **MATHILDE TOUCHAIS VISA:** Ms. Touchais was previously working with an existing J1 visa, but her visa status changed to J2 with her recent pregnancy and she had to pay a \$410 fee for that. She is asking that we reimburse her this amount as per our teacher visa funding policy.

B. Matel motioned to reimburse Mathilde Touchais \$410 for her visa fee. C. Shrouf seconded. Unanimously approved.

C. **SOCCER UNIFORMS:** SRFACS 4th and 5th grades were invited to participate in the Bay Area Franco American soccer tournament on 6/2/19. Mohammed Teieb will coach. Jerseys are needed for the coach and 14 players.

S. Makinano motioned to approve up to \$650 for soccer uniforms to be owned by SRFACS. B. Matel seconded. Unanimously approved.

D. **\$350 WEED EATERS FOR CAMPUS CLEANUP:** Because we are a self designated no-spray campus, we are responsible for our own weed control - the district will otherwise spray weed-killer. This is accomplished through volunteerism and weed-eaters are needed. Ali Miller, campus cleanup coordinator, has priced 2 weed trimmers for \$139 each and 5 spools of replacement string for \$9.50 each on Amazon and requests that PAF purchase them.

B. Matel motioned to approve up to \$350 to spend on purchasing weed trimmers and replacement cord. R. Glickman seconded. Unanimously approved.

PUBLIC COMMENT: Bruce Marinace suggested that we look into electric weed trimmers to avoid issues with gasoline management. Katie Pell will research this with Ali Miller.

E. **BOARD ELECTIONS:** *closed discussion*

8 of 11 board positions are opening up in the coming school year. We have 10 interested applicants. Skills/ positions needed are: public speaking, financial/legal assistance, Events coordinator, Family Giving Campaign coordinator, Help Counter director, Vice President, Secretary, President, SAB liaison, and ELAC liaison. All applications were reviewed and discussed, with strengths of each applicant being noted.

1. S. Makinano nominated Jess Alys for the position of PAF Director. C. Shrouf seconded. Unanimously approved.

2. B. Matel nominated Kim Petty for the position of PAF Director. D. VanBlair seconded. Unanimously approved.

3. R. Sweet nominated Erika Mikesell for the position of PAF Director. M. Hernandez seconded. Unanimously approved.

4. J. Gospe nominated Aude Paret for the position of PAF Director. R. Glickman seconded. Unanimously approved.

5. *B. Matel nominated Ronit Glickman for the position of PAF Director. S. Makinano seconded. Unanimously approved.**
6. *B. Matel nominated Crystal Shrouf for the position of PAF Director. S. Makinano seconded. Unanimously approved.**
7. *B. Matel nominated Dana VanBlair for the position of PAF Director. S. Makinano seconded. Unanimously approved.**
8. *B. Matel nominated Megan Hernandez for the position of PAF Director. S. Makinano seconded. Unanimously approved.**

* Nominees did not participate in their own Director votes.

IX. Future Meetings

To be determined.

X. Meeting Adjourned

9:36 PM by President Tracey Klein

XI. Board Activity Between Meetings

A request was received from the talent show committee that PAF pay a parent \$550 for his professional services and use of his sound equipment (instead of the existing school sound system). Via group email discussion the board felt that while we do reimburse/pay for equipment rental, we do not compensate parents for their time, services, or use of personal property. SRFACS relies heavily on the successful tradition of volunteerism. All services and skills of every one of our volunteers are equally appreciated and the board encouraged the applicant to continue his significant efforts and skills on behalf of the talent show. No motion to fund was made.

Minutes prepared and revised for review by Samantha Makinano.