



## Sumac PFA Meeting Minutes January 4, 2017

### **1. Meeting called to order 6:43 Kristin Luebke**

In attendance : Tina Johnson, Kristin Luebke, Cathy Chudzinski, Megan Glynn, Jennifer Tarbet, Jenn Kurtz, Kim Erwin, Caroline Bogeaus, Bill Briggs, Catrine Brown, Lisa Stevenson, Vincent Gonzales, Howard Schlossberg, Kecia Boulware, Jamilla Dulan

### **2. Vote on Minutes**

Kristin Luebke made motion to approve minutes from December 7, 2016  
Vincent Gonzales seconded: Motion passed

Proxy Jenn Kurtz for Mary Kusnier and Tina Johnson for Michelle Meehan

### **3. Principal Update: Alina Silvestre**

Jump for heart kick off this Friday. Trying to distance it from Jog-a-thon. Last year it brought in \$3000. We do not get any \$. Minimal involvement for kids it is a 2 week window. Good to show philanthropy for other causes.

We are fully staffed, hired Julia Stratton media clerk and Heather Moretti is campus supervisor now we will have 4 people on yard during lower grades breaks.

2nd round targeted instruction testing all students through 3rd 4<sup>th</sup> and 5th only if needed guided reading groups

Dual language meeting attended by 75 parents

Next meeting date is January 25<sup>th</sup> 6-7:30 pm meeting

Philanthropy wrote letters to kids in children's hospital, toys for tots.

Kindness ambassadors 4th grade 35 applied and were accepted will read aloud to younger also work with kids that need help

Music is underway

Parent Reading workshops what do we want to see English and Spanish

Morning carpool help, can we do it again? Have Jenn Hill coordinate room parents 8:00-8:15 with sign up on Parent Square

Could we open it up to everyone not just grades? Kristin will talk with Jenn Hill

Howard- Parent Square has new feature ...has a repeat feature

Coffee Talk every Friday after PFA meeting

#### **4. President Report**

Tina Johnson

a. Transition next year we will be putting together roster to continue commitment and good work. There is a 2 year limit to president term. Traditionally 2 years

b. Last District meeting December 9th

One student in elementary school passed away . District wanted us to know we have crisis teams available. They will bring experts in. We can do benches for memorial.

Agoura football league champions .Calabasas Football going to State Champions – big expenses plane rides , hotels

White Oak received the Golden Bell for its Social Communication Program

District is looking at going green

Ac Steele MS , Ladero Canyon Middle School, Agoura High School, and Calabasas High School awarded California Gold Ribbon and Yerba Buena awarded Blue Ribbon

District is looking to operate its own in house teacher credential program this will help to recruit and retain teachers

College readiness grant pays for kids in 8th and 10<sup>th</sup> to take PSAT. This gives children direction in areas they need to work, and areas they excel in strength for Ap courses

Technology Hour of Code is a National program where students from all over participate in coding exercises. Many LVUSD classes wanted to participate. Mrs. Demarco running program

c. Treasurers kept getting bills for custodial after hours at a standardized rate \$35.00 . Now there will be no surprise bills there will be a form that will lock in rate. We will need to factor this cost in to all event budgets.

#### **5. Treasurer Update**

Catrine Brown - Treasure update \$59,448.45 in savings account

Cathy Chudzinski - PTO running separate not in sync

#### **6. Committee Update**

a. Mother Son- Kim Erwin - planning mother son event moved from Feb 5th (this is Super Bowl Sunday) to 1:00 Saturday February 4th submitted budget Sports and More last year was \$500. We paid \$140 cash out and traded advertising, Jersey Dogs expense, this is a committee of 5 people.

\$15.00 per person

Budget \$300.00 Motion to approve -approved Tina Johnson, Vincent Gonzales and Kristin Lueke

b. Daddy daughter - Jenn Tarbet- February 3rd. Breakfast at Tiffany theme \$15 pre sale \$20 at door budget add \$70.00 custodial \$2071.00 total expenses net profit \$1904 approx 265 attended last year

Carmel will be helping Thursday

Motion to approve budget – Approved by Megan Glynn , Bill Briggs seconded

Kim will work on Parents weekend banner. Everyone is welcome at either event

c. Jog-a-thon – Megan Glynn Reach For the Stars. Kim designed posters. Increased the prize level. Last year 90 kids met highest level. Added a level of sponsorship, Platinum, \$350-\$1500. Last year we covered all expenses with the sponsorships.

Budgeted expenses at \$4755.00 anticipation \$35,000 profit

Budget \$4755.00 Howard Schlossberg made motion Jenn Kurtz seconded

d. Art Cards -Mary Kusnier not here to report on

e. Great Race- Jenn Kurtz don't have much information April 1st we want to start promoting in Voyager.

Made \$2000.00 last year

f. School Supplies – we need a Chair Vincent concerned about boxes from district clear ? Tina tabling this subject supplies does

g. Student Council

1. Pancake Breakfast Friday February 24<sup>th</sup> 7:30 presale \$3.00 a ticket \$4.00 at door.

2. Carole mallet change challenge children 2 quarters 2 dimes and Cathy said problem is where is \$ locked up ? We should do challenge then let her use change from the Challenge? Looser Kiss a Pig? Kristin if we collect everyday and lock it up then it should be ok. Cathy said used to be in classroom. Vincent said lock it in PFA closet. The Vortex here Jan 23rd -27th

h. Jenn Tarbet - Book Fair made \$608.14. Do we want to do Spring book fair? Brandon Mull will be there doing book signing and reading March 20<sup>th</sup>. 5 day in store and online not competitive with Jog-a-thon Megan Glynn and Kristin Luebke said yes

i. Grants - Catrine, Grace and Megan met divided into 3 categories (stem, dual language, local businesses) foresee most of this next year and following year to get grants

j. Bill Briggs - Thank You Notes: emailed Catrine 32 payment plans locked in by Friday. Will be here next week

Megan Glynn- we still have Talent Show, Movie Day, Field Day June 4th , everything submitted minus dates waiting for Lynn to pick date for Talent Show.

Kristin Luebke reminded all Chairs that district put form out for all events, goes in treasurer package that we submit Fundraising Event Profit

Howard : Shutterfly will give \$ if we did link, 5% revenue we will get almost \$500 Catrine does not have check

Incentive for teachers that let them use a classroom certain teachers said it was fine

Wasn't budgeted because didn't know we were going to make money

Vincent says it should be a line item add to budget

Kristin any other items ?

Tina Johnson asked about Brain Pop. Alina said that teachers are using it. \$2000 coming out of technology.

Kristin Luebke if you miss 2 or more meetings you can be removed. Attendance is an issue. Something will be sent out regarding this issue. We will ask people if different time is better. Goal of an hour is good.

Howard would agree with later time, Kristin can't do later time, presidents decide when meetings will be. Vincent suggests that we cut number of board members voting board of 9 with committee chair not voting for everything. Entire Board is executive board. Special board is special committee. Admin Committee requires at least 11 people to vote. We should separate out. It empowers committee chair, don't need to get approvals for every decision except budget

Vincent is looking into rewriting bylaws. We can amend them. Kristin said to check with Karen. Vincent said we need to give them to district.

Tina said empowering separate committee is great just need to watch correspondence.

Tina - do we have to meet every month? No, we only have to meet for budget. Kristin - when we don't have attendance it is hard. Do poll to see what time is best. Vincent will send out ahead of next meeting changes for bylaws. Cathy said to see who is on Board at other PFA meetings. Range from 7-11 people on board. Meeting tomorrow at district can ask regarding PFA.

8:00 meeting adjourned Kristin Luebke