

## Diablo Basics Parents' Club General Meeting Minutes- 9/20/12

Board Members in attendance: Kim Deem, Jenifer White, Francisco Taylor, Alma Beltran and Suzanne Chaix.

Board Members absent: Jennifer Greenwood

The meeting called to order at 7:05 pm. Jennifer Jarske and Gina Soleimanieh motioned to approve the minutes.

The meeting started with all the new Board members and Mrs. Peters quickly introducing themselves.

President's Report: Kim Deem reported that The Back to School Bonanza was a great success. Kim Deem reminded everyone about Lunch on the Green on September 28<sup>th</sup> and the next restaurant night is at Red Robin on October 2<sup>nd</sup>. The Book fair begins October 12<sup>th</sup>, which is the same night at Family Bingo Night at school. Carnoween is October 20<sup>th</sup> from 10am to 4pm.

Janna Papas is in charge of Carnoween. There is a volunteer signup online to help with set-up, clean-up and general volunteering on carnival day. Flyers are coming soon and more information will be posted on the school's website.

Liz Gibbs was introduced as the new spirit items coordinator. A link with her information will be set up on the school website. Liz asked about handing out Gehringer Pool swim flyers at the spirit station at Lunch on the Green. Mrs. Peters suggested she send the information to her for approval.

Kim Deem explained the budget process, income budget, new fundraisers and spoke about the budget meetings.

Mrs. Peters thanked all the parents/families for their help with volunteering on Monte Gardens landscaping day. She reported that we had a very successful Back to School Bonanza this year.

Mrs. Peters spoke about Test scores and stated we are doing well. Monte Gardens API is 931 (state). Our school as a whole, as well as individual groups has made progress. There was a slight decrease in the Math category.

Mrs. Peters announced that the computer lab is up and running. There are a few glitches in the system. She said she was very grateful for donations from parents/matching contributions. Tom Quinlavin gave a donation in honor of his mom, which will be post on wall. Mrs. Peters reassured parents that all monitors are visible and can see all students/screens.

Mrs. Peters also discussed a district wide push addressing bullying and making sure kids are safe. Mrs. Peters spoke to 1<sup>st</sup>, 4<sup>th</sup> and 5<sup>th</sup> grade classrooms regarding bullying and gave out a district survey on bullying. She wants to make sure kids feel safe and are following policies at school. She said that Monte Gardens does not have a huge problem with bullying, but she will review the survey's results. She mentioned that Kid Power has a big program for 5<sup>th</sup> grade students this year. The program teaches kids to protect themselves and resolve conflicts appropriately.

Mrs. Peters talked about the School site council. They meet the 2<sup>nd</sup> Wednesday of every month at 1:15. They talk about the direction of the school, safety, homework, etc. She mentioned the Music program was suggested by a parent and the Homework club started last year because of these meetings.

Mrs. Peters talked about Assessment testing. The Curriculum Associates Test is scored 1-5 to see which areas students need help with. The tests consist of material they have not learned yet. A score of 40% or above is considered good. The test is given in November, February and at the end of the school year.

Mrs. Peters discussed Events and volunteers:

Parent help is needed for all upcoming events and fundraisers. She needs staff for the computer lab: particularly with troubleshooting and instructional help. She mentioned that the State budgets have been reduced. There is only \$30k for this year and it was much more last year. She is trying to do more with less. A notice will be sent out to parents. Once the computer lab is staffed, they will coordinate the parent volunteer schedule. Volunteer opportunities will be passed out to our Monte Gardens families. Liz Gibbs offered to help teach kids the basics for Word and Excel since a lot of students may not be familiar with these programs.

Mrs. Peters said Lunch on the Green will be different this year as there is no cafeteria staff for it. She is hoping to see if the Barbeque can be done in the spring. This year, it will be a picnic lunch. No lunches for parents and no tickets. Kids need to buy lunch if possible so the cafeteria doesn't lose money. There will be water, juices and snacks for sale. She said they need 4 parent volunteers for each time slot. Spirit items will be sold and the table will also need volunteer help. Mrs. Peters spoke about having a Memberships and Donations table to contribute to the school at lunch on the green. She mentioned the top 3 performing schools within Mt. Diablo District ask for \$1 day, which is \$365 a year. Or make a donation of \$10 a month on PayPal on the schools website.

Mrs. Peters mentioned Teachers out: Mandi Smith will be on board as teacher rep and is sick today. She wants to remind parents to be careful in carpool lane and follow traffic rules. A lot of parent volunteers are doing traffic and Mrs. Peter asked to be respectful and help out. Slow down and be careful. She also mentioned not to park in the daycare parking lot, the drop off lane, or the MDUSD parking lot. She will send more reminders.

Mrs. Peters reported that Dianne Adair Daycare is installing a fence to ensure safety of our kids.

A reminder to all schools volunteers: you need to have your fingerprints on file with the School District and a TB test.

One of the parents asked about a Spelling bee suggestion but there is no staffing. There is a spellathon to support 5th grade Outdoor Ed.

Jen White spoke about the budget, balance sheet overview of where funds are now. Once the budget is approved she will be able to move more expenses in each category. Jen White explained each expense category and income. She said she will be getting QuickBooks and will be able present it in different layout.

Amber Grove had questions on the balance sheet regarding income vs. expenses. She wanted to see if there were P&L that other schools show. Jen White explained our reporting is done in Excel and we are moving to QuickBooks so our reporting will look cleaner and better presented. It was pointed out that we are asking parents to vote on budget not the balance sheet. Amber also questioned spirit wear sales, if there was a profit or loss incurred.

Jen White presented spirit items hospitality, library. The Parent Club Balance is \$61,000. This is YTD of what we have in the account. It is important to approve the budget for mandatory expenses (to reimburse teachers) and how we plan to support the school. She mentioned not approving the budget delays reimbursement to teachers. Some of the mandatory expenses include: contracted amounts such as, yard duty, psychology intern and teacher reimbursement. Kim Deem spoke for each program in the budget. Projection on budgets reiterated. Last year's goal for sponsorship was \$8,000 and this year our goal is \$15,000.

Suzanne Chaix spoke on fundraising: A new program called -Can You Spare a \$1 is scheduled around Thanksgiving.

Winter Social is more of a community building event and not a fundraiser. A new program called Scrip is being overseen by Amber Grove. Last year the spring auction made over \$15,000. The projection for this year is unsure since this is the first year with 2 auctions/events. It is usually one every other year.

Jen White spoke on 2012-2013 proposed budget expenses, mandatory expenses down the list:

**Family Night** will be bowling and bingo night, which Amber Grove in charge. Not planning on spending too much money, just refreshments.

**Spirit items** spent more on book bags and kids t-shirts this year as we had to place a big order for those items.

**Hospitality** chair provided an itemized budget for what she had this year- Increased \$100 per grade level including kindergarten which wasn't included last year (Kinder Olympics)

No district provided crossing guard, pay our own before and afterschool campus

**Red ribbon week assembly** – instead of trinkets – kid power or contribution towards kid power

**Science fair** will feed volunteers, the judges and help with ribbons for Mrs. Harrod (coordinator)

**Intervention** for afterschool help for students who need extra help work intensely, teachers paid their hourly rate  
Account was increased from last year

**Technology:** The Parents' Club Executive Board agreed to reimburse the district for half of the cost of a part-time Instructional Assistant Computer Lab position. (19.5 hours per week estimated at \$4600 October- June).

**Psychology intern** is Greg, he is here on Tuesdays working with groups or individuals (social skills or divorce, death) ask Mrs. Peters.

**Yard duty**, teachers usually do it but they need to be relieved to use restroom and get a break call parent etc

Lost 6 teachers when no more 21 kids in classroom, its 30 now.

**Outdoor education** – help each grade level as they go. 5<sup>th</sup> and 4<sup>th</sup> grade classes do a lot of fundraising to offset the cost of camp.

**Escrip** \$2500 requirement for health/fitness.

Escrip vs scrip. Escrip is store Card, scrip card is gift cards, pay face value for store and store gives percentage. Amber delivers cards on the 1<sup>st</sup> and 15<sup>th</sup>. Order online and amber will bring them. Good one to buy for restaurant nights

Kim Deem motioned to approve the Budget. Jennifer Jarske and Kathy Damboise motioned to approve the budget.

2012-2013 Budget passed with a vote of: 30 approve and 1 oppose.

A New proposal was submitted for \$650 for new playground ball equipment. Jennifer Jarske and Amber Grove 2 approve the motion, no-one opposes.

- Bring bylaw amendments for next meeting moved from this meeting
- Bonanza \$18000, not all parents club money
- Spirit items
- We received good feedback on back to school bonanza from parents.
- Why didn't we do \$25 for all grades, lots of issues. Moved and wanted money back or couldn't contribute. Bring back to next year bonanza.
- Someone had asked about Grant writing, partnership with school. Mrs. Peters said Grants come with a lot of money. And a lot of Fulfillment needs and does not want to move away from students needs. Other programs to get started. One parent has a skill to do this. General meetings notes should be posted in a week after the meeting

Meeting adjourned at 8:45