

# BANCROFT ELEMENTARY PFC BOARD MEETING

## **Bancroft Elementary PFC Minutes**

*February 7, 2011*

The meeting was called to order by Gina Haynes at 7:03 p.m.

### **Executive Board Members in Attendance**

Gina Haynes, Stacy Hovey, Julia Moreland, Kim Powleson, Linda Schuler, Kumar Venugopal, Alpha Zapantis

### **Others Present**

Carol Berger, Esther Burke, Betsy Haberman, Barbara Donovan, Candi Mannoni, Alisa Mac Cormac, Leslie Lafredo, Heather Waldo

### **President's Report**

Gina Haynes, PFC President, started the meeting and welcomed everyone. She wanted to remind everyone of the following:

- MDUSD school board meeting tomorrow, February 8. They will be discussing the proposal for school closure.
- Parent Advisory Committee – meeting first week of March. Gina won't be able to attend. If anyone would like to go, please contact Gina and she can provide details.

### **PEAK Foundation Report**

Gina introduced Alisa Mac Cormac, president of the PEAK foundation. Alisa presented the following fundraising ideas as options for Bancroft in the future:

- A local spice company gives schools about 50% of proceeds for all the spices the school sells. If you sell a certain amount they also include an Apple Macintosh iBook or give the school an amount equal to the iBook's worth.
- Torchlight wines – a local winery provides their wine using a Bancroft label. Then Bancroft could sell it as a fundraiser or use it at events.

Ms. Mac Cormac also provided an update on the 2010 PEAK Turkey Trot: There were over 3000 runners from 32 states and four countries. PEAK has already started laying the foundation to do it again next year. They hope to have more sponsors and collect more funds.

PEAK's annual give drive is coming up. There will be a board meeting on the third Wednesday in March at Sports Basement to discuss how contributions will be used. You can contact Ms. Mac Cormac or the PEAK foundation for more information.

### **Treasurer's Report:**

Kumar presented the Treasurer's report. Fall Fest, Dollar-A-Day, Walk-a-Thon and See's Candies made more than expected. Bank balance is \$165,300.50 as of 1/31/2011. The PFC still hasn't received invoices for the 2010-2011 instructional assistants' salaries. Principal Schuler is following up with the district on that. All spending is still in line with the PFC Budget, available on the Bancroft PFC website.

### **Principal's Report**

Principal Schuler provided the following updates:

- Teachers are administering the third benchmarks for language arts and math.
- Professional development classes in progress. Right now there are about 10 teachers learning board math. There's been very positive reaction to this content. Based on this type of teaching, we may need to look at purchasing more white boards (about \$400/classroom). The teaching team is still working out where those needs will be.

- Important dates:
  - Foothill Middle School comes to Bancroft on February 28<sup>th</sup> to talk to fifth graders about starting middle school. In March, they get to visit the Foothill Middle School. Principal Schuler has also reached out to Oak Grove about a visit there.
  - Trimester ends March 11<sup>th</sup>. Report cards will be distributed March 25<sup>th</sup>.
  - Annual open house is Thursday, April 14<sup>th</sup>.
  - Musical will be in May (the week before Memorial Day weekend). Exact dates TBD.
  - Star testing is May 2-16, 2011.
  - March 2<sup>nd</sup> is the Science Festival.
  - Spell-a-thon is March 21<sup>st</sup>.
  - On May 10<sup>th</sup> the Northgate elementary schools meet together to align instructional practices. There has been much benefit associated with this type of coordination and alignment in the past.
- MDUSD Budget: There is a huge focus right now in the school district about potential major cuts in educational funding. This is a very real possibility if the current tax increases – that are set to expire this year – are not renewed again at a special election in June 2011. If the tax increase does not continue, **there could be about a thousand dollar reduction in funding per student.** Due to that, MDUSD and the schools are looking at what would be cut/not funded for the 2011-2012 school year. February is the time of year that these decisions need to be determined based on the best information possible. The faculty/staff need to be aware of possible cuts – in accordance with their contracts – so they can start investigating possible options for the future. See discussion below in later agenda item where the PFC has to make a decision about funding for Instructional Assistants for the next school year.

### **Faculty Reports**

For Kindergarten/First Grade: Mrs. Burke reported that the Kindergarten trip to Snow White was very successful. Looking forward into February, it's an extremely busy month - Valentine exchange, 100 days celebration, Groundhog Day, etc. First grade is going to see Cinderella at the Leshner Theater in March. Standardized testing results for math are already starting to come in and the first grade teachers are happy to report that the results are very good – the goal was 70% and the students are actually coming in at 76%. Mrs. Winbery is going to continue her leave until the end of the year but she will be coming back for the next school year. We are very thankful to Mrs. Bremer for her good work while she substitutes for Mrs. Winbery this year.

For Second/Third Grade: Mrs. Haberman said that the second and third grade teachers continue looking at the curriculum in light of the students' strengths and challenges. One of the current themes is "People make a difference" and special people in our history. They are also focusing on all of the life skills, using the words in our conversations and then tying that into the special people aspect - these people are making a difference because of their life skills. There's also been a strong response to the recently published homework policy – there have been lots of people asking questions.

For Fourth/Fifth Grades: Mrs. Donovan stated that the students have been focusing on writing conventions – story summaries and theme related essays. In fifth grade the students are writing a magazine based on different writing styles. The pace of work has picked up and the students are meeting the bar. The teachers have seen that the kids are becoming more independent. It should be noted that the study guides provided to the students cover all of the materials covered in science and math. Thanks to the parents for running the science groups on Wednesday. At the end of this month the classes start the Character Counts program. Officer Mike comes to talk about being responsible and making good choices. They are also working on lots of activities for Valentine's Day focused on friendships. In fifth grade there will be several field trips over the next month – Brownley, Martinez court house, and Foothill. Fourth grade will be going to John Muir. On March 2<sup>nd</sup> will be the presentations for the science festival. For fifth grade – please note revision in book review topics from original book review topics for the year.

### **Other Reports**

#### **eScrip**

Leslie provided a report that 20% of funds from eScrip on Safeway need to be on fitness and nutrition. It was determined that the PFC is in compliance with this requirement, and Leslie will report back to eScrip.

Leslie also mentioned that Safeway is currently running a promotion that Safeway will give credit to participating schools for any receipts collected from a Safeway store (the customers don't need to be part of eScrip). Leslie is looking into how this can be advertised so that Bancroft families can collect receipts from family members, friends and neighbors.

### **Musical**

Kim gave an update on the musical. Ken Nakamura-Bush is directing. There has been a very enthusiastic response and kids have all been signed up for the show. This Wednesday night is a parent meeting to distribute information on scripts and CDs. Starting on February 15<sup>th</sup>, Mr. Nakamura-Bush wants to spend a few days getting to know the cast and then they'll start with rehearsals. Some of the big props are already done. They'll be 108 in the cast and 39 in the stage crew. Thank you to Kim and Candi for getting it organized.

### **Auction**

Gina said that the Online auction site is going to open Thursday at 8 a.m. on February 17. Everyone can go there and register. Event RSVPs are still coming in.

### **Action Items**

#### **Approval of January Minutes**

Will be approved over email following the meeting.

#### **Appoint Nominating Committee for PFC Board Positions 2011/12**

February is the time when the PFC committee slate for the next school year needs to be put together. Candidates need to be presented in the March meeting. The election will be in May. Gina presented a motion to create a nominating committee of Diane Gaiddon and Julia Moreland. Kim seconded. Motion was passed.

#### **Consider the Level of Funding for Instructional Assistants for FY 2011/12**

As mentioned in the principal's report above, February is when decisions about the MDUSD budget for the next school year are made. These decisions include a contractual commitment to the instructional assistants employed in the classrooms. Due to MDUSD budget cuts in the past, these positions are entirely funded by the PFC, primarily through the PFC's Dollar-a-Day program. For the 2010-2011 school year, the budget commitment for the Instructional Assistants was approximately \$123,000. This includes three 10 hour positions, eight 15 hour positions, and one 19.5 hour position. If we continue with the same number of positions for next year, the cost will go up to approximately \$133,000.

It is MDUSD policy that if the PFC commits to funding all of these positions for the next school year, it must find all the money needed. We cannot change our mind or reduce the number of instructional assistants at a later time (like closer to when the school year begins). However, it is absolutely fine to add instructional assistants immediately prior to the school year if the funding does become available.

In addition to the instructional assistants, the PFC covers many other expenses to supplement the district budget. It appears that some flexible funds that come from MDUSD to cover classroom supplies and other expenses may be cut for the 2011-2012 school year, so the PFC may need to cover those items as well.

At tonight's meeting, Principal Schuler needed to get a commitment about how many Instructional Assistants the PFC would commit to funding for the 2011-2012 school year. In a meeting later this week, Principal Schuler would need to provide this information so it was very urgent.

In order to make a decision (with the information currently available), the attendees at tonight's meeting had a detailed discussion about projected income and expenses for the next school year. The most significant variable is the Dollar-A-Day campaign. If the Dollar-A-Day campaign is not able to bring in the same level of funding as it has in the past (and the economy has been so difficult for all of us) then we may not be able to cover the same number of Instructional Assistants as we have previously. Additionally, the PFC may need to use some of the funding from other fundraisers (like the auction, spell-a-thon, and walk-a-thon) to cover the supplies cost that MDUSD may no longer cover. Currently part of that supplemental income goes to the Instructional Assistants as well.

Based on this information, and the MDUSD rules that we should only commit to the positions that we feel very confident that we'll be able to fund, the following motions were made:

- Gina made a motion to fund three 10 hour/week positions and three 15 hour/week positions for fiscal year 2011-2012. Kim seconded. Motion passed.
- Gina made a motion to eliminate five 15 hour and one 19.5 hour position for fiscal year 2011-2012. Kim seconded. Motion passed.

***It is with a very sad and heavy heart that the attendees made this decision. We hope very much that the Dollar-A-Day campaign and other fundraisers are successful enough to reinstate all of the current positions for the 2011-2012 year.***

#### **Alternatives for After School Enrichment Music Program**

Gina explained that the company providing the afterschool instrumental music program still has not paid their facility fees to the MDUSD for the Fall trimester. There are concerns about continuing to offer this program into the future until the matter is settled with MDUSD. Gina is going to follow-up with Alphina and review the PFC contract to determine what the legal obligations are.

#### **Next Meeting**

Next PFC meeting is expected to be on March 7, 2011.

Motion to adjourn at 10:15 by Gina Haynes. Kim seconded. Motion passed unanimously.