

**Bancroft Elementary PFC Minutes – FINAL**

**November 13, 2018** <Minutes are organized by Agenda schedule; not necessarily in order of actual presentation>

The meeting was called to order by PFC President Sandra Heinen at 7:04 p.m.

**Executive Board Members in Attendance**

Sandra Heinen - PFC President, Kristin Cadigan – Vice President, Sarah Rhodes – VP Communications, Jennifer Enson-Treasurer, Karla Galvez – Secretary

**Others Present**

Ben Nie, Alyson Ogden, Tatiana Diaz, Gosia Dunning, Dave and Dory Barnard, Jenea Elam-Cabrera, Emily Andrews, Mary Anne Parker, Tatyana Espinoza, Alisa Kutsel, Yanira Hutzdo, Revati Sitarama, Kristin Carrillo

**Welcome**

Ms. Heinen welcomed and thanked all for attending. Attendees briefly introduced themselves.

**Mathnasium Presentation.** Ms. Sitarama provided an overview of Mathnasium, a math learning center, and discussed the possibility of hosting a math night for the school.

**Approval of Minutes.** October minutes were reviewed and approved as presented.

**Treasurer’s Report**

- Ms. Enson provided handouts of the budget and reviewed the financial status as of 10/31/18: cash balance is \$258K, net cash available is \$216K, cash reserve is \$51K and available free cash is \$89K (see attached budget for full details).
- Ms. Andrews reported that 3<sup>rd</sup> grade classes don’t have access to Raz-Kids yet. Ms. Enson to follow up to determine if the PFC needs to allocate funds to this.

**Principal’s Report.** Mrs. Schuler not present.

**Faculty Report.** Ms. Andrews and Ms. Parker (Ms. Giffin not present) reported on what the grade levels are currently working on:

- **Kindergarten and 1<sup>st</sup> grade.** Ms. Parker reported on kindergarten lessons involving Thanksgiving-related activities and the status of assessments for the upcoming teacher-parent conferences. She reported 1<sup>st</sup> grade is also undergoing assessments and working on writing on the topic of thankfulness, comparing fiction to non-fiction texts, and on addition and subtraction. She also reported that each classroom had a pumpkin grown from the garden and were able to sample the seeds and that first graders planted seeds in the garden.
- **2<sup>nd</sup> and 3<sup>rd</sup> grade.** Ms. Andrews reported 2<sup>nd</sup> grade is reading fiction and non-fiction texts, working on writing complete sentences, learning about masculine and feminine terms in TWDI classrooms, and adding and subtracting within 20. 3<sup>rd</sup> grade classes are working on narrative writing, multiplication, division and geometry and have completed the reading assessments.
- **4<sup>th</sup> & 5<sup>th</sup> grade.** Ms. Giffin was not present and there was no report due to the annual 5<sup>th</sup> grade outdoor education trip.

**Committee Reports**

- **Fundraising & Events**
  - **Walk-A-Thon.** Ms. Carrillo reported that the net income generated was approximately \$4K below expectations and that fundraising was complicated by it being scheduled so close to Fall Fest and other 5<sup>th</sup> grade outdoor education fundraisers. Simply Selling Shirts was very generous with the costs of shirts charged to the PFC.
  - **Fall Fest.** Ms. Espinoza reported that the event needed more volunteers and that future events would be improved by getting more volunteers involved sooner in planning meetings and by having a designated transition person from the prior year to assist. Other ideas included planning additional fundraisers, increasing tickets prices, adding an all-inclusive higher cost wristband and

adding a haunted house the night before. Ms. Rhodes suggested having a follow up Fall Fest Committee meeting to continue the discussion.

- **Turkey Trot/PEAK.** Ms. Andrews reported that the number of participants signed up this year was lower than usual, probably due in part to Concord having their own race now.
- **Strategic Funds**
  - Mr. Barnard reported on the status of the work in the garden completed to date and presented proposals for additional needs to be funded through strategic funds. A variety of items were discussed, including the funding of benches and classroom books. The following items were voted on:
    - Kindergarten play yard nature course (\$5,665): passed with 17 yes votes, 0 opposed or abstained
    - Ping pong table (\$6,077): failed with 3 yes votes, 12 opposed, 2 abstained
    - Bean bag (\$1,442): failed with 7 yes votes, 7 opposed, 3 abstained
    - Toss & Score for blacktop (\$701): passed with 17 yes votes, 0 opposed or abstained
    - Community art project area inaugural installation and supplies (\$1,000): passed with 17 yes votes, 0 opposed or abstained
- **Events**
  - **Holiday Cheer:** a free family dance party to be held on Friday, December 7 from 5 to 7 pm. The PFC is giving 4<sup>th</sup> grade the option to sell food at a reasonable profit to fund outdoor education.
  - **PAC update:** none.

### **Unfinished Business**

- **Chromebook Count/Technology Plan.** Ms. Heinen provided a handout with information regarding Chromebooks and reported that 420 out of 501 total units will have their last possible operating system update on June of 2020. A discussion of the Technology Plan was postponed due to Mrs. Schuler's absence.

### **New Business**

- **Bylaws and Cash Control Procedures Updates.** Discussion postponed to next PFC meeting.

**Announcements:** Ms. Heinen made the following announcements:

- Sports Basement fundraiser: 20% off from 11/30 to 12/9 with purchases supporting Bancroft
- Holiday Cheer family dance party: 12/7, 5 to 7 pm.
- Dine to Donate: Yala on 12/12 with 50% of sales supporting Bancroft
- One warm coat drive: school is collecting clean and new or gently used coats and jackets to be donated to those in need via White Pony Express.

**Art Appreciation Discussion.** Discussion about responsibility for art appreciation displays and a variety of fundraiser opportunities led by Ms. Kutsel.

**Next Meeting:** January 15, 2019

**Adjournment:** 9: 34 p.m.