

Attendees:

- **CO-PRESIDENTS:** Erin Aghai & Allyssa DelPiano
- **CO-VPS STUDENT ADVISORY:** Jamie Grossman & Kim Bishop
- **CO-VPS FUNDRAISING:** Kristin Moss & Danielle Brooks
- **CO-TREASURER:** Geraldine Hernandez
- **CORRESPONDING SECRETARY:** Lisa Clayden
- **RECORDING SECRETARY:** Alex Wolfe
- **ADVISORY BOARD KINDERGARTEN:** Kim Garr
- **ADVISORY BOARD 1ST GRADE:** Christina Weiss
- **ADVISORY BOARD 3rd GRADE:** Chelcie Skrifvars
- **ADVISORY BOARD 4th GRADE:** Allyson Nevil
- **ADVISORY BOARD 5TH GRADE:** Honor Dunn
- **PRINCIPAL:** Christine Chun

Absentees:

TREASURER: Angela Hartmann

TEACHER: Alex Zwick

ADVISORY BOARD 2ND GRADE: Gelila Hurwitz

MEETING CALLED TO ORDER 6:51 PM

- **Previous meeting minutes Approved**

ACTION ITEMS:

- 🍏 **Communication App**
- 🍏 **Roles we still need to fill as follows**
 - **Pizza/Popcorn/Snack Sales**
 - **Enrichment Team**
 - **Shop to give Chair (amazon/Ralph's/Benefit)**
 - **Recruitment Chair (entire new board next yea)**
 - **Grant Writing Specialist**
 - **Graphic Designer**
- 🍏 **Implement Volunteer recognition system**

PRINCIPAL'S CORNER:

- 1. Fundraiser Concerns :** Concerned parents have come forward with strong displeasure re: AG fundraising tiers. Goal for board and administration is to look at issues objectively given our school has many different POVs. Changes will be made and implemented over the next few weeks. Priority evaluation will be on:
 - AG tiers should not have priority seating at school wide events (Winter Show and 5th grade graduation) and pledges should not receive banners with certain \$ amount given.
 - Parents have expressed how upset they are and have made threats to file complaints with district.
 - Current amount of people who will be affected by a reversal of the incentive is the 15 families who have already pledged this year and 4 tickets that were sold through our last Gala
 - Solution for now- we are going to take out priority seating and freeze our \$50k surplus.
 - Hopefully parents are understanding messaging about importance of fundraising strategy. LAUSD eliminated P.E, Science, Art etc. and therefore, if we want to keep – the parents have to fund salaries, so our children can benefit. Everyone needs to understand ramifications if we do not continue to raise these funds.
 - Added instructional time for science, 4th and 5th grade, salary increases yearly, increases on art prep time, increased tech 1-1 chrome books (3-5th), tech for k-2

2. **Back to School.** We've received some complaints about our beginning of school orientation meetings. Parents upset there was a push for fundraising and should have been more about meeting teachers/staff.
 - We can address/modify for next year. Challenge is this is the only time parents actually attend meetings. Need to find a better balance to communicate critical info but focus more on school administration.

3. **Room 23 (Art Room)/New Kinder Classroom**
 - Converted to 4th kinder classroom due to increased enrollment. So many neighborhood families, we weren't able to accept ANY lottery kids this year.
 - Conducted 33 home checks so far, 3 were not in our school zone. Checks will continue thru year.
 - District provided pool kindergarten teacher (Ms. Alvarez) for start of school but she left abruptly at end of day (8/16) due to another job opportunity. Has caused some turmoil.
 - Ms. Chun found solution with Andrea Shwimmer from our sub list. She will stay as long as we need her to until proper interviewing is done. Ms. Chun is accepting resumes for fully credentialed teacher.
 - Ms. Yvonne converted to a mobile art teacher. Teachers are working with her to ensure we keep a robust art program and provide flexibility & space IN their classrooms.
 - Soaring Eagles will now be using auditorium for morning drop-off only

4. **Communication**
 - Continue to streamline ALL communication; Alex to present solution options including capabilities and costs at next meeting. (Remind App, Private FB groups, PTO Today etc...)
 - Blackboard is an option via Ms. Chun
 - Sunday evening regular phone calls (This week's important messages)
 - Newsletter via email only (Tuesday or Wednesday)
 - Shutterfly is for classroom events/sign ups and pictures ONLY. (Yearbook committee needs access)
 - Constant Contact – Will still be used for general school events/reminders/volunteer outreach

TREASURER REPORT - GERALDINE

- Angela is moving to New Jersey and is stepping down. Allyssa and Erin to look for replacement.
- Working to get cash boxes for events
- Send out email to chairs of each fundraiser. How to keep track of reports per each event.
- Reconcile and confirm checks/\$ are all in place. Transparent.
- Saving we have \$100,523 (must keep \$100k)
- Checking \$155,449.50
- \$34k made so far YTD

FUNDRAISING/CHAIR NEEDS

- Gala – March 23rd (tentative) need to put deposit down with El Cab.
- Spirit wear – Chelsea and Lori Selcer
 - Blue and white school colors
 - Encino explorers. Mascot is compass
 - Spirit wear every Friday (Coordinate with Student Council to promote spirit days).
 - Engineering class can do mock up
 - Idea thrown out for each grade to have their own colors t-shirts.
- Pizza sales – Need 2 Chairs (Coffee chats – bring up) should be broken up by grade – as traffic duty)

- Will need to go to Smart and Final on Fridays to purchase items. Keep receipt and give to Geraldine who will reimburse.
- Shop to give- Office Depot, Ralphs and Amazon. We need someone to chair.
 - To promote a few times a year. * investigate why Encino is not on Office Depot website and all other local schools are. * when is Ralphs registration date?
- Enrichment – Christina Weiss needs some help
 - Vendors secured but still need some classrooms/area to hold
 - Demo Day tomorrow 8/17
- Traffic Duty – Need signs up
 - Needs to be mentioned in newsletter

Volunteers

- Reward/Recognition system – “Caught being Good”
 - 1st Monday of every month – suggested to raffle off \$5 Starbucks card

Upcoming Meetings/Events

- Coffee with Principal @ 8:15 am
 - Thursday, Aug 30th (5th)
 - Thursday, Sept. 6th (1st and 2nd)
 - Friday, Sept. 7th – (Kinder)
 - Tuesday, Sept. 11 (3rd-4th)
- Room Parent Meeting
 - Monday, August 27th – 8:15am – Science Room
- E-Team Meeting
 - Tuesday, Sept. 25th

Misc/Closing

- Agendas are always sent out before meeting. If anyone has something they want to add, please email Erin/Allyssa and it will be added onto AGENDA.

Meeting ended 10:11pm