



## PFC Meeting Minutes October 4, 2017

Meeting Called to Order at: 8: 16am

### 1. General Business

- a. Approval of Minutes (from Sept. 6 Meeting)
  - i. 1st: Ghazal Hafizi; 2nd: Kim Shubeck
- b. Treasurer's Report – Joy Ferrante
  - i. Reserves: \$255,276.21
  - ii. Money Market: \$278,399.63
  - iii. Checking: \$121,255.51
- c. Hospitality Gratitude – Lisa Dumke, Ghazal Hafizi, Alex Rosas, Allyson Watson
  - i. Ann thanked the hospitality team - Lisa, Ghazal, Alex and Allyson.

### 2. Old Business

#### a. Digital Directory

- i. Jason noted that they have gotten a lot of positive feedback from parents about the digital format. He also noted that there were a couple of issues when it first launched but noted that parents were really good about communicating the issues they encountered.
- ii. Jason thanked Susie Ming, the directory coordinator/chair, for doing an amazing job. He asked parents to thank her the next time they see her for being so on top of the directory, for jumping in and owning it, and for fully getting to know the program.
- iii. Ann also acknowledged Susie Ming for leading the charge on disaster preparedness and making sure all of our emergency supplies were up to date this year.

#### b. Donor Drive – Amy Gray, Susan Harrison

- i. Amy Gray noted that they've officially wrapped up Donor Drive as of Monday, 10/2.
- ii. She noted that they raised \$181K and that 85% of the school participated, similar to last year.
- iii. Amy thanked everyone for their help and all of the room parents for sending the emails out.
- iv. She added that they are still working on corporate matching and they hope to end at or around the same amount as last year.

- v. Amy noted that they are still finishing classroom parties and that they hope to have that information ready toward the end of the week.
- vi. Felice Becker asked if the thermometer tracked participation or dollars. Amy responded that it tracked participation.
- vii. Amy made a note that no amount is too large or too small. She mentioned how every child benefits from it because it covers things like field trips costs which Chaparral does not charge for, unlike the other elementary schools.
- viii. Ann thanked Amy and Susan for working in the office for very long hours.
- ix. Jason asked if homework passes will be going out. Amy replied that by the end of next week they would have them out.
- x. Ann wanted to give one last thank you regarding Donor Drive to Gloria. She noted that as Financial Secretary, Gloria makes sure all the money gets into the bank accounts safely.

**c. Community Outreach Fundraising – Laura Berlant, Desiree Terian**

- i. Restaurant Nights - Desiree Terian announced that October is community fundraising month: Chipotle is taking place today, Baja Fresh is next week, CPK is the week after that and the last week of October will be Commons Night (Fresh Brothers, Pick up Stix, Jenis Ice Cream). She added that there will be a Teacher Reading event at Barnes & Noble from 2:30-4:30 as well as cookie decorating and a raffle.
- ii. Ralphs Raffle Update - Desiree announced that Amy Feldman was the winner of the raffle and she received a Barnes & Noble gift card. She also added that we currently have 65 families signed up and asked anyone who hasn't signed up to please consider signing up. If all 600 families signed up at our school, we could earn so much more.
- iii. Box Tops Contest - Desiree announced that the contest is on now and that Box Tops can be turned in on Friday the 13th. She added that the class with the most amount of Box Tops collected will win a Popsicle party and the honor of holding the Golden Cub trophy. Desiree added that people who submit 25 Box Tops will be entered in a raffle for a prize.
- iv. Amazon - Desiree reminded parents to use the Amazon link on the Chaparral PFC website. She noted that Amazon brings in money for us, it is practically free money on the table for us, and it is very easy to use. A question came up about finding the link on Amazon. The answer was that the link can be found on the Chaparral PFC website under the community fundraising page. Ann added that you can also find the link from the homepage. Ann noted that we are starting to see traffic pick up and she thanked everyone for helping with that.

- v. Ann thanked Laura and Desiree for their hard work and noted that we've brought in close to \$3K thanks to everyone's collective efforts from Ralphs, Amazon, and Restaurant Nights.

### 3. New Business

#### a. **Movie Night (Oct. 6) – Beth Anson**

- i. Ann noted that Movie Night is happening Friday featuring the movie Trolls. Ann explained to new parents that Movie Night is a big screen they put up on the Upper Yard. She added that it is a fun event where you can bring your own food or buy pizza by the slice or the box. They will also be selling glow sticks, candy, and popcorn. Ann added that it is a great event to bring your family, low chairs, and blankets to. She noted that parents must supervise children because it does get very dark. Someone asked what time the movie started. The answer was at dusk - around 6:45ish.

#### b. **Fall Festival (Oct. 22) – Meredith Sesser**

- i. Meredith noted that the Fall Festival will take place on Sunday October 22nd. She noted that it is her 3rd or 4th year running it and expects it to be as good as last year's, if not better. She added that she will need help running the event to make that possible and explained that it takes about 80 volunteers, at least, but that the sign up is currently only 20% full. She still needs help with the hair and makeup booth, if even for an hour.
- ii. Meredith noted that an email went out from the room parents about the auction baskets, which raised about \$7K last year - she added that this is a huge fundraiser for Chaparral. She asked parents to bring in something to donate to the class basket so they can be auctioned off and noted that the baskets make a lot of money for the school.
- iii. Meredith announced that In n Out will be back again this year, as well as Fresh Brothers and there will also be hot dogs, popcorn, and candy.
- iv. Meredith noted that pre-sale tickets will go live on Schoolpay.com on Friday night. She explained the benefits of purchasing pre-sale tickets vs. the day of. She added that she won't know what rides will be at the festival because there are other carnivals going on so she is given what is available.
- v. Jason reiterated what Meredith said about volunteers. He asked parents to consider helping if they have an hour or two. He added that it is a great opportunity to get involved and encouraged anyone with time or any skill set to sign up.
- vi. Ann thanked Meredith for taking on this huge endeavor.

c. **Red Ribbon Week (week of Oct. 23) – Maria Nicolacakis**

- i. Jason noted that Red Ribbon week is run by the Wellness Committee. He noted that Red Ribbon week will take place in two weeks, from October 23rd to the 27th. He announced the national theme for this year is *The Key is to be Drug Free* and noted that we will tweak that so it is more relevant to elementary school kids.
- ii. Jason noted that in years past, kids made a wellness pledge on a cut out and tied it to the fence, but there will be a change this year. He added that they are still working on the details, but it may be something like the kids trace their hands, cut it out and put it on a banner.

d. **Save the Dates**

- i. Book Fair - Ann noted that it is happening the week of November 13th. She noted that it is the Scholastic one that transforms the MPR into a beautiful bookstore. She added that the Book Fair will take place during the week of student/parent conferences so it will be a minimum day everyday that week.
- ii. Holiday Boutique (Nov. 30) - Ann noted that Sadie Novello has been working hard getting vendors and that event transforms the MPR into a magical holiday shop.

e. **Green Team Coordinator**

- i. Ann noted that the PFC are still looking for a Green Team coordinator. She added that the previous coordinator, Whitney, dropped off a binder that shows the ropes and the different ways the coordinator can get involved. The coordinator would get to work with Jim McHorney and 2 of the 5th Grade teachers, Ms. Cioffi and Mrs. Napier as well as the student team.

#### 4. **Principal's Report**

- a. Principal Brazell noted that Walk to School day was very successful. She thanked everyone who helped. She noted that Mayor Pro Tem Fred Gaines was there and talked to the kids.
- b. Principal Brazell reported that due to Chaparral's Title 1 status this year, all the teachers received 250+ new books for their classroom library, and that is only half of what they will receive. She added that the books are different levels - some are fiction, some are nonfiction, and they are all quality books.
- c. Mrs. Lampert thanked everyone on behalf of Ms. Davis, who helped sort out the books, labeled them and got them ready for the teachers.
- d. Principal Brazell noted that teachers previously had their classroom libraries but that it had been so long since they had purchased language arts material. She noted that

teachers have been able to keep their libraries going and thanked the PFC for their help with the teacher allotment and added that it was a big part of it.

- e. She also noted that having Title 1 money this year also helped with the books. The only schools in the district who have Title 1 money are: A.C. Stelle, Chaparral, A.E. Wright, Lupin and Sumac. She added that it has really helped the school this year.
- f. Principal Brazell noted that the Rams were supposed to come today. She added that the Rams were missing some key people today and asked to reschedule.
- g. She announced that there is a Community Spirit night taking place on October 13th. She added that the kids get in the football game free with their Cub Wear but adults have to pay. She noted that they try to keep an area for our school so we can all sit together. She noted that kids really enjoy it and it is a fun event.
- h. Mrs. Lampert added that the football game last week was incredible and exciting.
- i. Principal Brazell added that spirit night is only one part of it, that it is also very exciting to bring the kids to H.S. to see the older kids, the marching band and the football field, and the cheerleaders. Mrs. Lampert added that A.C. Stelle's band will also be playing with the H.S. marching band.
- j. Principal Brazell announced that they are piloting English Language Arts materials. She added that they are working on the school plan and looking at the overall school goals. She noted that we will be measuring our quality of books and making sure kids are reading a good fit book and it is on their level so that we improve their reading score. She added that reading independently for 60 minutes is the best and will help their reading scores as well as their fluency and proficiency. She noted that each grade level has their own specific goal from that, in reading and writing. She noted that they want to take children where they are, wherever they are and help them become proficient readers, writers and mathematicians.
- k. Principal Brazell thanked the organization that we use to donate clothes to - Second Families. She noted that the costume box is full with incredible costumes. Ann added that it should be new and gently used costumes.
- l. Mrs. Lampert added that it is for kids that haven't experienced Halloween. She added that it is a very nice organization.
- m. Grace Fisher added that it is for refugees that arrive in the US with nothing. She added that it is for families that need items like clothes, household items, and baby stuff. She added that it doesn't matter what size or age.
- n. Principal Brazell added that they were very proud of Chaparral and thanked parents for supporting people in the world.
- o. Principal announced that in the next PFC meeting she will have a presentation about our report card. She added that she will have some information because next month is parent/teacher conferences.

- p. Mrs. Lampert announced that they will be making a change to the winter shows. She noted that there will be 3 days of performance with JK going on Wednesday before the holiday, 2nd and 4th will go Thursday, and Friday will be 3rd and 5th right before the holiday.
- q. Mrs. Brazell added that they may have to limit the amount of people to bring because some grade levels are pretty large. She noted that it is not so much of a winter performance but showing what they've been working on all year.
- r. Mrs. Lampert added that they will be singing songs that they've been learning including a couple of winter songs.

## **5. Final Remarks**

- a. Jason thanked Jen York for working with city, coordinating giveaways, staffing the corners for International Walk to School Day
- b. Jason noted that the digital marquee was up and running. Jason thanked everyone in the room for their donations that made it possible. He thanked the marquee coordinator, Stacie Nakamoto, for all of her work with the marquee messaging.
- c. Mrs. Brazell noted she and Ms. Welti had a training last Friday. She added that the marquee is on only during certain times and that it is one-sided to mitigate its effect on neighbors.
- d. Carrie Slatoff announced that there will be an auction committee meeting right after the PFC meeting for anyone interested.

## **6. Raffle Drawing - #21, Ali Brown**

**Meeting adjourned 8:52am**

Minutes prepared by Laura Berlant, Recording Secretary