

Ayers Elementary PTA Meeting  
March 24, 2015  
Library

Present: Bonnie Schreiner, Daquiri Mascitelli, Natalie Fassio, Anitra Rossetti, Marcia Ashley, Jennifer Brasiel, Kita Kopfelt-Thompson, Lauren Steers, Jeri Bluth, Shannon Collins, Clarissa Bergmann, Kristi Buchholz, Caren Robinson, Tiffany Chinn, Dan Fassio, Susan Petersen, Shauna Potts, Camille Camerlo

Meeting called to order at 7:11pm by Kristi Buchholz

*Approval of Minutes*

No previous minutes to approve

*Principal's Report- Susan Petersen and  
Teacher's Report- Marcia Ashley*

- Cert Training on Thursday, April 2 for 4<sup>th</sup> & 5<sup>th</sup> Graders
- Office Furniture
- Printers for each class
- 65 Chrome books for 5<sup>th</sup> & 3<sup>rd</sup> Grades
- Blinds for classrooms
- Bookfair? Librarian offered to help, but no one has stepped up to run it.
- Teachers have purchased more non-fiction for their classroom libraries.
- Number Sense training for teachers went well.
- Testing to be scheduled for end of April for 3, 4 and 5<sup>th</sup> grades.
- Daryl has been out on WC claim, Eric has been on campus covering his time.

*Financial Report- Jeri Bluth*

- Bank Balance \$21,629.78
- Tiffany Chinn made a motion to ratify checks: 2301-2322
  - Natalie Fassio seconded the motion. No discussion. All in favor, motion carries.

- Shauna Potts made a motion to reimburse the district for the cost of two .3 FTE Instructional Assistants (IA300) and one .225 FTE Instructional Assistant (Computer) (IACOMP225) for the 2015-2016 School year.
  - Jeri Bluth seconded the motion. No discussion. All in favor, motion carries.

*Fundraising-Daquiri Mastitelli*

- Schoola Clothing drive started Monday, March 23.

*New Business-Kristi Buchholz*

- Board Elect:
  - Current Slate attached.

Meeting adjourned: 7:52pm  
Minutes compiled by Jeri Bluth, Treasurer

**Foothill Parent Faculty Association.**

**Meeting Minutes**

**March 18, 2015**

Julie Stokol, April Bush, Anna Saunders, Stacey Sutter, Faye Mettler, Jackie Byrd, Stephanie Dark, Cheryl Brown, Lisa Haynes, Kathy Ringot, Jamie LaPierre, Kim Harris, and John Heim.

President, Julie Stokol, called the meeting to order at 7:06pm.

Motion made to approve February 2015 PFA minutes. Motion by Stacey Sutter, second by Anna Saunders. 12 Yes votes, 0 No votes. Passed unanimously.

**Principal's Report: April Bush**

On Thursday, March 26<sup>th</sup> Foothill is being evaluated for California Gold Ribbon Status, award for schools instead of the previously named Distinguished School. Foothill is looking to be recognized for *integration of technology into instruction*. Committee will be on campus meeting will selected faculty and parents. Will find out in a couple weeks after the committee visit if we receive the award for this year. In appreciation to Theodora Pappas who submitted the application.

In the past student assessment testing in the spring was STAR testing, last year it was called Smarter Balance, now this year, the name adopted by the State is CAASPP (California Assessment of Student Performance and Progress). As last year CAASPP is based on Common Core questions assessing in math and ELA (English Language Arts and Literacy). Students will be rotated through the labs funded by Measure C and parent contributions. 4 labs areas including the library and A8 will be set up for CAASPP testing over a 2 week period. 125 kids testing at a time so using hardwiring labs versus wifi.

Will get individual student results from this testing but no school wide score. Assessment will provide baseline scores for future comparison. As some point, we will start seeing school rankings.

Through California Department of Education, CAASPP website has practice and training tests online, [www.caaspp.org](http://www.caaspp.org).

On March 31<sup>st</sup>, the Street Smart group, a walking, biking and skateboarding education organization will be on campus after school. Students participating in the rally can get a free bike helmet and be eligible for other fun prizes.

**Faculty Report: Cheryl Brown**

Are winding down the school year by prepping for the big year end class events in Core. 7<sup>th</sup> graders will be picking their Renaissance character, 8<sup>th</sup> graders preparing for their Civil War Day and new this year, 6<sup>th</sup> graders going to the Greek Festival in Oakland.

Faculty truly is thankful for the efforts and generosity of all the PFA does.

PE department enjoyed the Health Fair that was held today in the gym. The program, organized by the PFA, offered fantastic activities and a variety of vendors to educate the students on health issues.

## Executive Committee Reports

### President's Report: Julie Stokol

It has been a month of Parent Power at Foothill, all in the name of health!! I would like to extend a big thanks to our PFA coordinators for Smart Start, Lisa Haynes, Julie Mayer and Robin Piantidosi and their team of parent educators, who are wrapping up the 6th grade Smart Start program in classrooms this week and next. Lisa will share more with you later in our meeting.

A second big thank you goes to Andrea Smethurst and her team of parents for today's Health Fair. Together, they produced a very successful fair for our students in the gym during PE classes. About 25 organizations participated, engaging with our students about everything from healthy eating tips, autism awareness, prison prevention to crime prevention, importance of sleep and emergency preparedness. Students walked around the various tables, asking questions and getting sign-offs from at least participating organizations to obtain their daily PE credits. They really seemed to like it.

Andrea could not be here tonight and so she would like me to report that she believes they came in under budget, thanks to donations procured by one of the parents helping to plan the event. It was a big endeavor. For future health care planning purposes, she recommends a committee of 8 to 10 people. Also suggests increase partnership with school for logistical concerns (they brought in tables they may not have needed, etc.)

We are working on our 2015-16 Slate: Anna Saunders is willing to serve as president next year and Susi Farmer as treasurer. I am still checking with existing chairs but some known openings are: Parent Patrol, PEAK, at least 1 Magazine Drive position, 8th grade activities. If you have an interest in any of these or an exec position, contact Anna Saunders or me.

### Treasurer's Report: Stacey Sutter

Doing well in our income, As of March 5<sup>th</sup> at \$132,098, budget is \$136,050.00. Confident it will be achieved with Matching Funds, most come in near end of the fiscal year in July.

Largest expense is class size reduction, also not paid out until July.

Presenting proposed PFA budget for 2015-16 in April.

### Vice President's Report: Anna Saunders

Last 2 Sports Basement gift cards sold, money goes to PFA.

If you can recommended anyone from the feeder schools for a position on next year's PFA Board, please let us know.

**Secretary - Strategic Planning: Faye Mettler**

Strategic planning meeting for Thursday, March 26<sup>th</sup>, exploration using unallocated funds for landscaping.

Flyers circulated for the Parent Education Night hosted by Northgate PFC on Tuesday, April 28<sup>th</sup> 6:30pm in the Northgate Little Theatre. Abby Medcalf, PhD will speak on the topic of "motivating kids to make good choices". She was well received last spring.

**Old Business**

**Motion**

1. Motion to increase 2014-15 allocation for Counselors by \$7,000 from unallocated funds to a total of \$36,000.

Motion made by Stephanie Dark and seconded by Jackie Byrd.

Addressing an error in billing from City of Walnut Creek.

12 Yes votes. 0 No votes. Motion unanimously passed.

**New Business**

1. Motion to fund class size reduction in math and science for 6<sup>th</sup>, 7<sup>th</sup>, and 8<sup>th</sup> grade for a total of .51 FTE for the 2015-16 school year.

Motion made by Stacey Sutter and seconded by Kathy Ringot.

These are staffing related items which need to be voted on prior to the rest of the PFA budget in April so that this information can be submitted to the District. Purchasing 3 class sections lowers student numbers from 37 to 33 students or less.

12 Yes votes. 0 No votes. Motion unanimously passed.

2. Motion to fund Computer Lab Assistant Position at .4875 FTE. >

Motion made by Anna Saunders and seconded by Lisa Haynes.

Person in the computer lab assists students and teachers. Works around 3.5 hours a day. Lab can be used during lunch by students with Lab Assistant present. Assistant also trouble shoots issues in all 4 labs.

12 Yes votes. 0 No votes. Motion unanimously passed.

3. Motion to fund an Instructional Media Assistant (IMA) position in the library at .25FTE for the 2015-16 school year.

Motion made by Jackie Byrd and seconded by Stacey Sutter.

Position so library can be open during lunch, also helps with text book in fall and spring. IMA able to check books out for students.

12 Yes votes. 0 No votes. Motion unanimously passed.

4. Motion to fund one section .17 FTE of technology instruction.

Motion made by Anna Saunders and seconded by Kathy Rigot.

Would like to modify position for 2015-16, this year helped with getting technology ready for what is coming in with Measure C monies. For next school year, position utilized with new Computer 2 class and Mouse Squad which is will be a student-center IT Team, working. Tech instructor will oversee Mouse Squad to address class technology needs. Additionally, will work with students and staff in integrating technology in the class.

12 Yes votes. 0 No votes. Motion unanimously passed.

**PEAK: Kim Harris**

Postposed stakeholder meeting to next month, \$2300 budget likely made to Foothill, presenting check next month. PEAK participating in the Sports Basement Charity Madness. When you shop at Sports Basement mention PEAK, to keep them going in the charity rounds. If your charity makes it to the end you get a donation bonus.

Chamber of Commerce Teacher Appreciation April 16<sup>th</sup> for all Walnut Creek teachers at Sports Basement.

**PAC: Kim Harris**

PAC is an opportunity for the superintendent to present District activities to the parent community. At the latest meeting, the superintendent shared changes in policy of new discipline model. Levels of severity outlined to help standardize across the District disciplinary issues. Restorative justice approach.

Local Control Accountability Plan (LCAP) Exemplars were outlined in 4 areas; college and career, parent and community engagement, professional learning and special populations. Items highlighted in each of these areas.

Some programs being reintroduced into the District; understanding college and International Baccalaureate degree at Ygnacio Valley. Also reintroducing middle school athletes. This will include transportation for 4 sports basketball, soccer, flag football and dodgeball. Goal is noncompetitive participation to encourage good sportsmanship and activity. This is in addition to WC afterschool league.

Chart of Foundation and Supplemental Services, Programs and Expenditures as part of LCAP was shared by the superintendent at the PAC meeting. Helps schools better define LCAP if looking for other funding.

**Smart Start: Lisa Haynes**

Smart Start, a great parent lead resiliency and refusal skills course, covers topics such as cyberbullying, tobacco, marijuana, alcohol, prescription drugs, and peer pressure. Parent volunteers are trained through CHD. Program finished Tuesday, 19 parent volunteers in 11 6<sup>th</sup> grade classes of 303 students following the drop rotate schedule for a class. Parent facilitators are passionate about this life skills program.

Shared comment left in a question envelope by a student, dated 3/3/15:

*'I know a person who stopped drinking because of what I told him about alcohol. Thank you for teaching me about all of this info. With this info young lives can be saved from rumors.'*

Also shared some positive feedback from one of the Teacher Evaluation forms:

*'Parent leaders in my two cases were organized, empathetic and inspirational! Thank you! Obviously, these parent volunteers need to be very carefully chosen. Good pick here!'*

Socials skills program changes for next year are still not clear but parents still willing to be part of it. Putting together some ideas to present to Mrs. Bush before the next PFA meeting.

Meeting Adjourned at 8:17pm.

Next meeting will be held April 15<sup>th</sup> in the Foothill library.

3/5/15

Highlands

General PTA Meeting Minutes March 5, 2015

RECEIVED

MAR 18 2015

MDUSD PAYROLL

**Welcome:** Meeting called to order 7:10 pm

**Principal's report:** Dr. Eversole reported Site Council is looking at the needs next year for Professional Development and the possibility of a School Psychologist intern to offer counseling services. Dr. Eversole reported the Life Skills assemblies have made a big difference. Dr. Eversole reported 3/13/15 is a Professional Development Day for the teachers, no school for the students. Report cards go home on 3/20/15 and Open House will be on 5/19/15.

**Officer's Reports:**

- a. **President:** Reading Night went very well. There were a lot of families and teachers and there was a lot of positive feedback.
- b. **Vice President:** The Bee Store will be on 3/12/15 for K-5<sup>th</sup> grade. All classes will go in one day and help is needed.
- c. **Treasurer:** Taxes have been filed. The Scrip account for February earned \$200, compared to the average of \$1,000 a month. This will be monitored.

**Teacher's Report:** Mrs. Torrez thanked everyone for the Scholastic dollars. Mrs. Torrez reported the Science lab currently needs an upgrade of items (i.e., Electrostatic generator).

A motion was made to approve an increase in the Science lab budget from \$3500 to \$4500 from general campus upgrades. Motion was seconded, discussed and approved.

Ms. Burks thanked the parents for the Reading Incentive Program and how it was tied into Dr. Seuss week. She reported the kids were very excited about it.

A motion was made to approve Scholastic News for \$900 for TK, K, and SDC K-1 out of instructional materials. Motion was seconded and approved.

**Committee Reports**

**Auction:** Flyers went out today. A lot a volunteers are needed for this event. Food tickets will be on sale next week. The Ping Pong Drop information is on Claycord. All baskets have been turned in.

**Reading Incentive:** The Kindle drawing will be on 3/16/15. The Kindle was purchased at Staples with reward dollars.

**Old Business:**

A motion was made to approve checks number 6841-6849. Motion was seconded, discussed and approved.

**Approval of last month's minutes:** A motion was made to approve the General PTA minutes from February 5, 2015. Motion was seconded, discussed and approved.

**New Business:**

Tech. Assistant & Science Assistant- The teachers voted on this and would like to keep both positions for next year.



A motion was made to reimburse the cost of .49375 FTE for Instructional Assistant Computer lab. Motion was seconded and approved.

A motion was made to reimburse the cost of .49375 FTE for Senior Instructional Assistant Science lab. Motion was seconded and approved.

### Nominating Committee

Person Volunteer Nominating Committee: Erin Kramer, Bud Ward, Kendra Nielson, Naheed Attari. Alternates: Jackie Hernandez and Moira Anwar

A motion was made to approve the Nominating Committee. Motion was seconded and approved.

### Open Discussion

A flyer will be going out containing all the following information: 3/11/15 Lost & Found items will be placed outside and then donated. On 3/11/15 and 3/18/15 Highlands 50<sup>th</sup> Anniversary shirts will be sold. Pay it Forward- donate any Highlands gear to the office and the teachers will distribute to who they feel it should be given to.

Student Council will be giving basketballs and dodge balls to the school as part of the Penguin Patch.

A motion was made to purchase a 175 ft. cable wire to aid the speaker system (i.e., change from mono-sound to stereo sound) for up to \$140. Motion was seconded and approved.

Meeting adjourned 8:15 p.m.

### Upcoming Events

- Teacher In Service-No School- 3/13/15
- 50<sup>th</sup> Anniversary Auction Dinner/Basket Raffle- 3/20/15
- PTA Meeting-4/2/15
- Spring Break- 4/6/15-4/10/15

**DBPC General Meeting Minutes**  
**Monte Gardens Multi Use Conference Room**  
**02/27/15**  
**PENDING APPROVAL AT NEXT MEETING**

*AP-Received*  
**MAR 11 2015**  
*Fiscal Services*

In Attendance: Jenifer White, Kristine Cortes, Bryn Boughton, Claire Weer, Kathy Weires, Ann Nelson, Julia Flinker and Susan Peters

Called to order: 8:25 AM

- ❖ **Approval of Minutes:** Minutes from the last meetings on 01-16-15 & 01-22-15 were approved as distributed. No changes to the agenda.
  
- ❖ **Social Superheroes/EL Students Reclassification:** Peters introduced the program and described the lunch-time activities that take place in the D-wing classroom a few days a week, facilitated by Angela Stewart. Kids can come to work out their conflicts on the yard where they are able to discuss and work it out with the help of Stewart. They also do plays at lunch to display the positive behaviors. The goal is to develop and acknowledge each child who is working on their social skills. Focusing on Emotional Intelligence. Today the kids were honored for their positive character traits with certificates. The kids were nominated for their social superheroes attributes. Awards were also presented to the students who were promoted out of the EL program.
  
- ❖ **New Business:**
  - **Contract Positions Renewal:** The teachers were asked what is most important to them. They came back with EL Support Teacher. The proposed renewal positions include EL Support Teacher, Site Tech II position, Computer Teacher and School Counselor. A consent agenda was agreed on by the general membership to vote on all positions at one time, rather than individual votes. There was a motion to discuss the approval of the contract positions by Ann Nelson and seconded by Herbert Lee. (Positions included EL Support, Site Tech II, School Counselor and Computer Teacher.)
    - **EL Support Teacher:** Currently MDUSD provides one EL staff person but DBPC also supplement this with another EL staff member, Jenny Ross, at an equivalent of one day a week. About \$16,000 for a .20 position. DBPC to pay half, est. \$8,000.
    - **Site Tech II:** This is a position that helps take care of the computers for teachers, and is the equivalent to a one day a week position [not working with kids]. About \$9,000 for a .20 position. (DBPC to pay half, est. \$4,500)
    - **Counselor:** Psych Intern was what DBPC supported in the past, now MGE would like to shift to a School Counselor. This position will work with kids who are struggling with issues. The equivalent is a one day position for about \$4,000, but would prefer a .5 position for about \$20,000 – of which DBPC would pay for \$10,000 or .20 position.
    - **Computer Teacher:** Position would be for student instruction, either in the computer labs or in the classrooms. Question was raised regarding the cost, continuing the conversation about the EL Support teacher and alternate funding sources. Peters said that funds may cover more of the EL Support position next year. Peters explained to parents about contract positions and how they are contracted but may be laid off. We want to hire most qualified people. Parent asked about bringing in a student teacher for less money. Question from parent, do we have the money for these

positions? White reviewed our budget and explained that after all projected income and expenses, the end of year balance is projected to be at \$70,000. Past years have shown peaks and valleys in our end-of-year balance, as funds were raised for larger expenses in some years and subsequently spent following years. Goal for DBPC is to have cash balance that covers the contract positions. This year, per the budget, DBPC is expected to expend more that is brought in through revenues. Parent asked if we can go back to holding our Carnoween and auction every other year? It is a possibility, so long as there are parent volunteers to chair the auction. Parent asked about outside entity for fundraisers - they take a percentage. It has been discussed in the past but it comes with added management. Discussion moved to Peters explaining the ELCAP funding of \$38,051 for next year. EL budget next year is \$21,000. Will cover more positons than the EL. Money needs to be justified that helps particular population that falls under the EL Support.

- Final summation of the proposed contract positions and costs to DBPC:
  - Computer Teacher \$10,000 estimated cost for half of a .20 position
  - EL Support \$8,000 estimated cost for half of a .20 position
  - Site Tech II \$4,000 estimated cost for half of a .20 position
  - School Counselor \$10,000 estimated cost for half of a .40 hours a week position.
  - \$30,600 estimated costs for contract positions in the budget for this year.
  - \$32,000 estimated costs for contract positions proposed for next year's budget commitments.
- Discussion continued when parent asked how we are doing with fundraising this year. Answer: not great deal of extra money, maybe we could push the Read-a-thon fundraiser. Discussion on fundraiser followed.
- **Motion on the table to approve the renewal/creation of these four contract positions:**

**EL Support Teacher .10 position (DBPC's part of .20 position)**

**Site Tech II .10 position (DBPC's part of .20 position)**

**School Counselor .20 position (DBPC's part of .40 position)**

**Computer Teacher .10 position (DBPC's part of .20 position)**

**Call for a Vote was made by White. All in favor: 20. Abstentions: 0. Opposed: 0. Motion carries -- 20-0-0**

- ❖ **Treasurer's Report:** Claire Weer reported that the opening balance as of 1/1/15 was \$124,923.45. Net Income for the year to date is \$38,936.61. Net Income for the month of January is \$-3,314.82 (Income: \$1,500.01, Expense: \$4,814.83). Ending balance on 1/31/15 was \$121,608.63. Bills will be coming in from the district. Parent announced we are delinquent on Registry of Charitable Trust website, although our renewal is current. Taxes have been filed. Treasurer's Report was filed.
- ❖ **New Business:**
  - **LCAP Overview:** Peters presented the LCAP (Local Control Accountability Plan) At-A-Glance 2014-2018. She explained how MDUSD researched what schools need. Put together into a graphic to explain the funding and district budget. Funding from district is not consistent. MDUSD tells principals what funds they will have for next year. Peters went over the feedback the district asked for, the purpose of the LCAP Plan is to make sure to meet the needs for everyone; services for all

**Strandwood PTA  
Executive Board Meeting  
February, 17 2015**

**Draft**

The Executive Board Meeting of the Strandwood Elementary PTA was called to order by Molly McCabe in the Strandwood Elementary Library on February 17, 2015 at 7:05 pm.

**Attendance:**

President	Molly McCabe	x
Executive Vice President	Kelli Duffy	
VP Communications	Joscelyn Willett	
Assistant VP Communications	Laura Cutilletta	
VP Programs	Tina Ochoa	
Assistant VP Programs	Renee Penagor	x
VP Ways and Means	Tori Meline	x
Assistant VP Ways and Means	Laura Carstens	x
VP Hospitality	Cyndy Palarmo	x
Assistant VP Hospitality	Heather Toribio	
Treasurer	Robin Collins	x
Financial Secretaty	Stephanie Bergin	
Auditor	Jeff Legrow	x
Parliamentarian	Jody Lawson	x
Historian	Lesley Pope	
Secretary	Alexandra Kemp	x
Principal	Liz Kim	x
Teacher Liaison	Vacant	

**Introductions**

**Motion by A Kemp to approve the January meeting minutes. Seconded. Motion approved.**

**Principal's Report:**

- Common Core Money: 3 funding streams, tech allocation, professional development and instructional materials.
- A lot of technology money was spent last year and things are coming in: 15 chromebooks, 5 ipads, 11 laptops ILX license, camera system for classroom, redcat and

microphone, doc cam, printers, server upgrade and backup, laser printer for computer lab, set aside \$ for site tech, still have \$10,000 to spend this year.

- 5 teachers to went to the common core summit, more time with comp IA, possibilities: publisher training for k-2 teachers on campus. 1 half day training per month for rest of year. \$19,000 still to spend this year.
- 5th grade wants to get 34 chromebooks, plus licences and disposal fee. \$8,200.
- Looks like we will have 3 kindergarten classes next year.

**Financial Report:**

- New account for Bingo is open
- Still working on audit

**Treasurer's Report Collins –  
Checks Paid:**

01/05/2015	Lauren Ulrich	200.00
	Friends of Sutter's Fort	525.00
	Tracy Bartlett	90.50
	Kemp, Alexander	76.86
	Kemp, Alexander	327.90
	Chris O'Connell	10.84
	Amber McCaffrey	29.98
	Emily DeWolf	256.31
	Strandwood Elementary	40.30
	Gina Zeppengo	112.29
	Blanca Nelson	40.98
	Sarah Bock	405.75
	Crissy Bilyk	73.01
01/15/2015	Mary Braswell	35.05
	Jen Stone	176.47
	Gaudy O'Connell	83.06
	Renee Penegor	160.79
	Strandwood Elementary	113.94
	Strandwood Elementary	64.00
	Strandwood Elementary	100.00
	Anna Rowe	259.67
01/22/2015	Spiritwear.com	516.00
	Swag Customs, LLC	256.50
	Believe Kids	1.00
	Gina Zeppengo	101.20
	Elinor Clark	65.00
	Stephanie Wilson	11.00

	Voorhies, Claire	60.23	
	Voorhies, Claire	147.56	
01/31/2015	Strandwood Elementary	195.04	
	Kim Kolbeck	41.81	
	Liz Kim	146.86	
	Strandwood Elementary	187.52	
	Chris O'Connell	63.52	
	Amber McCaffrey	136.76	
	Sandra Doll	85.62	
	Rob Hicks	46.49	
	Treadless to Threads Guild	50.00	
	The Amazing Harmonatras	200.00	
	Randi Bittner	179.05	
	Stephanie Wilson	12.00	
02/03/2015	Expenditure	44.95	
02/09/2015	Soul Shoppe	1,000.00	
	Amber McCaffrey	36.04	
	Gaudy O'Connell	34.00	
	Kim Kolbeck	31.94	
	Jessie Thomas	73.59	
	Jen Larson-Guerra	434.60	
	Molly McCabe	670.58	
02/17/2015	Community Center		235.00

#### VP Comments

#### VP Communications reported:

- None

#### VP Programs reported:

- Gardens for Growth, Girls on the Run, Tennis, Music Lessons, Self Defence, Game Media Design startin. Golf, Chess, Drawing Mad Science, Stage Play, Flag Football, Basketball continuing.

#### VP Ways and Means reported:

- Still trying to sort out spirit wear order.
- Will have extra spirit wear to sell.
- Auction stuff is moving along well.

#### VP Hospitality reported:

AP-Received

MAR 15 2015

Fiscal Services

- Working on Staff Appreciation Week preparations.

**New Business:**

Motion by A. Kemp to close the following positions at the end of the 2014-2015 school year: three 0.375 FTE Instructional Assistant positions, three 0.250 FTE Instructional Assistant positions and one 0.125 FTE Instructional Assistant position. Seconded. Motion approved.

Motion by A. Kemp to open, and to reimburse Mount Diablo Unified School District for, the following positions for 2015-2016 school year: four 0.375 FTE Instructional Assistant positions, one 0.250 FTE Instructional Assistant position. Seconded. Motion approved.

Motion by A. Kemp to open, and to reimburse Mount Diablo Unified School District for, the following positions for 2015-2016 school year: one 0.125 FTE Instructional Assistant Computer position, one 0.2375 FTE Site Support Tech 1 position, one 0.475 FTE Senior Instructional Assistant position, one 0.475 FTE Instructional Assistant position, one 0.125 FTE Instructional Assistant position. Seconded. Motion approved.

Motion by C. Palarmo to increase the allotment for new teachers, and those switching grade levels, at a cost of 1,250 from savings. Seconded. Motion approved.

Motion by C. Palarmo to purchase 26 emergency toilets, at a cost of up to 1,500 from savings. Seconded. Motion approved.

**June 2014 Audit:**

Motion by J LeGrow to approve the STRANDWOOD ELEMENTARY PTA AUDIT for the PERIOD of 1/1/2014 to 6/30/2014 as follows:

I have examined the Checking Account financial records of the treasurer of the Strandwood Elementary PTA and find them substantially correct with the following recommendations (see memo attached to Audit Report). I move to adopt the completed audit for the Checking Account at Bank of America.

I have examined the Scrip Account financial records of the treasurer of the Strandwood Elementary PTA and find them substantially correct with the following recommendations (see memo attached to Audit Report). I move to adopt the completed audit for the Scrip Account at Bank of America.

I have examined the Money Market Account financial records of the treasurer of the Strandwood Elementary PTA and find them correct. I move to adopt the completed audit for the Money Market Account at Bank of America.

I have examined the Certificate of Deposit Account financial records of the treasurer of the Strandwood Elementary PTA and find them correct. I move to adopt the completed audit for the Certificate of Deposit Account at Bank of America.

#### Checking Account Audit Findings

1. Soul Shoppe deposit of \$3,000 should be reversed. Originally this was set up to show dollars coming from excess funds, but should have been expensed – Treasurer has now confirmed reversal.
2. Deposit of \$679.95 dated 6/1/2014 in the general ledger is not correct. Appears to be the Scrip account deposit, but was counted again in the checking account. Amount should be reversed – Treasurer has now confirmed reversal.
3. Deposit of \$436.89 dated 6/3/2014 in the general ledger was not deposited to the bank. Past and current Treasurer do not know what this is, and current Treasurer has now reversed the transaction.

#### Scrip Account Audit Findings

1. June deposit of \$679.92 was recorded twice in the general ledger, which overstated the balance. Amount should be reversed – Treasurer has now confirmed reversal.

Seconded. Motion approved.

#### Nominating Committee Update

- EVP Open
- Communications needs lead
- Auditor open
- Ways and Means open, but have several possibilities in the works.
- Communications open, but have several possibilities in the works.

Meeting adjourned at 9:15 pm.

Alexandra Kemp  
Secretary




**Valle Verde PTA Meeting Minutes  
February 3, 2015**

PERSONNEL SERVICES

MAR 12 2015

MDUSD

<p><b>PTA Board Members:</b></p> <p>President: Vice Pres./Historian: Vice Pres./Safety: Recording Secretary: Treasurer: Parliamentarian: Auditor:</p>	<p>Brandi Klintworth Betty Huang Jeremy Cowell Catherine Foster Bassam Hanna Kimberly Moore Melanie Kress</p>	
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**Attendees:**

Catherine Foster	Heather Maddox	Melanie Kress
Brandi Klintworth	Jennifer Lazzarini	Julie Olinger
Beverly Tom	Julie Henderson	Alexis Burdick
Bassam Hanna	Mary Zodrow	Colleen O'Donnell
Greg Eby	Jeremy Cowell	
Jeanne DiBella	Kimberly Moore	
Kristie Soll	Betty Huang	

Meeting called to order at 7:02

Welcome

Brandi Klintworth

Approval of February Minutes

Catherine Foster

- Review
- Minutes stand approved as printed

Financial Report & Presentation of Bills

Bassam Hanna

- Month of February
  - o Net less than \$1000 from enrichment
  - o Instructional assistants \$16K
  - o More teachers' grants paid out
  - o Every quarter MDUSD bills us for assistants
  - o 2,000 more in teacher grants
  - o Julie Olinger has helped writing up the teacher grants
- Motion to approve the bills as stated, B. Huang motions, Kimberly Moore seconds
- All in favor – passed unanimously

Reports

Principal's Report

Beverly Tom

- Soul Shoppe coming on 3/9 – talking about empathy
- Student council- stuffed animal day
- Looking at making the pods creative learning pods
- Keeping lab the same

# Valle Verde PTA Meeting Minutes

## February 3, 2015

PERSONNEL SERVICES

MAR 12 2015

MDUSD

- Will pull focus group of students randomly chosen
- Will get at what environment best supports students
- Would like to purchase multimedia station for each pod
- Has TV monitor and can sit around , students can project their work on screens
- Peacemaker lunch/meeting
  - o Talked about problems they were encountering
  - o Soul Shoppe coming back in April to encourage
- Work on Local Control Accountability Plan (LCAP)

### Teacher's Report

Beverly Tom

TK-

K- family art day, read across America

1<sup>st</sup>-

2<sup>nd</sup> -

3<sup>rd</sup> - CA wildlife van coming

4<sup>th</sup> -

5<sup>th</sup> - Chinese New Year in style, food, explored calendar

Student Council - Stuffed animal day - Friday 3/6

### Historian Report

Betty Huang

- Approaching honorary service awards - due 3/6
  - o Can be parents or teachers
- 4 categories
  - o Very Special Person Award
    - Service to the PTA
  - o Honorary Service Award
    - Service to community
  - o Continuing Service
    - Service to youth
  - o Golden Oak
    - Significant contributions to school or community

### Parliamentarian Report

Kimberly Moore

- Nominating committee- Kristie Soll in charge of committee
- Recommend 2015-2016 PTA Executive Board Slate
  - o President - Brandi Klintworth
  - o VP Historian - Catherine Foster
  - o VP Safety - Jeremy Cowell
  - o Secretary - Jennifer Lazzarini
  - o Parliamentarian - Kimberly Moore
  - o Auditor - Melanie Kress
  - o Treasurer - open
- Hoping to open up two positions for Treasurer
- Treasurer and Financial Secretary

### President's Report

Brandi Klintworth

- Open house and art show - May 26<sup>th</sup>
- Teacher appreciation
- Think about planning - fundraisers to keep, move around etc.
  - o Talk about expenses
  - o Reach out to everyone on the committees

# Valle Verde PTA Meeting Minutes

## February 3, 2015

MAR 12 2015

MDUSD

- Betty Huang makes motion to reimburse the district for the cost of 4 Instructional Assistants at .375 FTE, 1 Instructional Assistant at .225 FTE, 1 Instructional Assistant, Computer at .35 FTE, 1 Site Tech II at .35 FTE at an estimated total amount of \$80,000.
- Kristie Soil seconds
- Unanimous approval

### Committee Reports

- **Spring Fling** **Betty Huang & Colleen O'Donnell**
  - o March 28<sup>th</sup> at Marriott
  - o All buy in parties available on line
  - o Student art (shrinky dinks) will also be available for bidding online
  - o Selling tickets in the quad Wed. Thurs. this week
  - o Next week as well
  - o Classroom party incentive for tickets for mini-fling
  - o Fund-a-need write up
  - o Need volunteers for day of the event
- **Mini Fling** **Catherine Foster**
  - o Buy tickets
  - o Need volunteers
  - o Will create sign up genius
- **School Play** **Julie Henderson**
  - o 2 weeks until the play
  - o First show Tuesday the 17<sup>th</sup>
  - o Two casts – over 60 kids in the play
  - o Kids at school will only see half the show, light make up
  - o 19<sup>th</sup>, 20<sup>th</sup>, 21<sup>st</sup> and 22<sup>nd</sup>
  - o Tickets on sale next week in the quad
  - o Cast presale first then open up tickets
- **Family Events** **Jill Walson**
  - o Thank you to Jill
  - o Fun night for families
- **Art Show** **Alexis Burdick**
  - o Want to get more individual submissions
  - o Submit a design for the poster
  - o Attachment will go in the Viking Voice
  - o Debi and Laura from the office will judge

### New Business

Next meeting: March 3<sup>rd</sup>  
Meeting adjourned at 8:22

# Woodside Elem.

February 17, 2015  
PFC General Meeting Minutes  
Prepared by Bridget Peters

Rachel Coyle – Welcome and Call to Order  
PFC Board

Rachel Coyle and Belma Eldridge – Co Presidents  
Eva Considine – Vice President  
Liz Despina and Treena Merriam – Co Treasurers  
Bridget Peters – Secretary  
Amanda Bailey – Ways and Means

Rachel Coyle calls meeting to order at 7:04.

January Meeting minutes are presented as prepared by Bridget Peters. Lacey Rasmussen motions to approve the meeting minutes as written, Monica Oei seconds, and all are in favor.

Vote on Instructional Assistants and support personnel for the 2015-2016 school year

PFC votes on

Qty 3 – Instructional Assistants at .30 position  
Qty 1 – Instructional Assistant Computer Tech at .375 position  
Qty 1 – Site Tech II .20 position ✓

Virginia Kelly motions to approve all three positions (5 personnel) for the 2015-2016 school year. Lena Chao seconds motion. All are in favor.

Principal's report

Upcoming Dates:

2/19 Science Fair 6:30-7:30

2/19 Chinese New Year Parade for 1<sup>st</sup> graders, 10am

2/27 Spirit Wear Sports Day

3/10 Spring Pictures and end of trimester (Also 2<sup>nd</sup> grade field trip to Black Diamond Mines)

3/13 No School: Teacher In service day

3/20 Report cards go home

Mrs. Matteoni reports that our "Kindness Week" was a success. In only 4 days, the Woodside students performed more than 6,400 acts of kindness! Thank you!

Proposal: We have 6 new picnic tables in the new buildings area. Teachers are doing/using these as learning areas. They would like to have umbrellas for these tables to continue into the warmer weather months. Industrial quality umbrellas have an 8-10 year lifespan, and are approximately \$250 each. For around \$2,000, 6 umbrellas and bases can be purchased. Teachers will be responsible for bringing them in and out each day.

Rachel: Let's vote/consider this at the PFC meeting next month to discuss regarding the current year's budget.

President's Report

Lots of excellent feedback has been received regarding by-laws. However, the questions raised need to be discussed in a separate meeting. Anyone interested in discussing the new By-Laws can meet at the library for a special meeting.

Special Meetings:

March 3<sup>rd</sup>: 5:30pm -6:30 – 50<sup>th</sup> Anniversary Committee  
6:30-8pm – Bylaws.

Open Positions -- all positions on the PFC Board are open for the next 2015-2016 school year

Questions: what is the time commitment; Can we get teachers to help identify people to fill these positions?  
Should we write a letter to the teachers?

Nominations will be made in March, Elections made in April, New Board are instilled in the May Meeting, and take over in June.

Family Fun Night: Multicultural Night March 27<sup>th</sup> Franco volunteered to help and bring Flags to decorate the MUR.

Ways and Means: Panda Express was a hit, will try for Veggie Grill as they donate 50% back to the schools.

Lap-a-thon Need help with getting volunteers

Father-Daughter Dance made over \$800. Thank you to Anthony Avery and Bridget Peters for organizing

Virginia: Could we spend money to re-stripe the play yard?

Mrs. Matteoni: write up a proposal as piece meal for volunteers to do. This will help it get passed through the school district with less scrutiny. Will get a quote.