



# Parent Faculty Association

Casa Esperanza Montessori Charter School

## Casa Esperanza Montessori Parent Faculty Meeting 9/12/17

### 12 September 2017 / Faculty Lounge

**Executive Officers:** Heather Worrell, President; Debra Perdomo, Co-Vice Presidents; Danielle Whysall, Treasurer; Wendy Pineda, Secretary

Members at large: Kerrie Gottschall, Kerri Schmidt, Sindy Salcedo, Itnuit Janovitz, Julie Stevenson, Freya Walker, Jennifer Fuller, Laura Chapman, Heather Jackson, Niome Krausuo, Erin Huckel, TeeJay Lanspery, Rachel Banyal, Jenn Gerdts,

Jenny Goeguen and Sarah Slipskey supervised the voting.

### Agenda

1. Meeting called to order
  - a. Debra called the meeting to order at 8:15
  - b. There are still people voting so they may be coming in during the meeting
2. Scip account statement
  - a. Actions taken to improve procedures
    - i. Lilian looked over the logs
    - ii. We stopped all Scrip card orders
    - iii. Trying to sell inventory we already have
    - iv. Only one person (Danielle) handles the money
  - b. Debra explained that the discrepancy in the Scrip account was noticed by Itnuit
  - c. She read the email that was sent out
  - d. Debra explained why the balance could be negative because of the balance in the office
3. Communications Report
  - a. Facebook
    - i. Jenny Goguen and Pam Seymour make updates
  - b. Newsletter
  - c. Website
    - i. The new website is up
    - ii. Meghan has been working with the team to make sure the PFA section is accurate
    - iii. Met with Monique Taylor, Casa board member who is in charge of communications
  - d. Yearbook
    - i. We have already picked the cover
    - ii. It will be green and based on the garden we have outside
4. Cultural Arts Report
  - a. Wendy has turned in the contract to United Arts
  - b. We will have 2 different artists. One will be the 3rd week of October and the other the 4th week of October.
  - c. The total cost is \$5,100 but we will need a bit more for supplies for some of the dances.
  - d. Wendy is working on the schedules.
5. Fundraising Report
  - a. Square 1 Art

- i. Square 1 shipped
    - ii. Thank you to Sra. Mendez and other volunteers
    - iii. Order forms should arrive by 9/13
    - iv. They should go home this Friday in Friday folders
  - b. Book fair
    - i. We are going with Scholastic
    - ii. Last week before Thanksgiving break
    - iii. Julie needs the list of volunteers who will help
    - iv. Wild West theme
    - v. There was a discussion about
  - c. Family nights
    - i. We have discussed PDQ
    - ii. Chuck E Cheese has also been requesting another fundraiser
      - 1. If we have an early release in the fall, we can have it there
    - iii. Jason's Deli may be available as well
- 6. Budget Report
  - a. We have spent \$1318.64 on Montessori Language Series
  - b. Materials and storage bins
  - c. Media Center has made requests
    - i. A-Z reading, brainpop,
  - d. Some things were budgeted for last year but actually show up for this year because of when we get the payment (ex. yearbook)
  - e. Danielle will move the amounts to where they belong
  - f. We may need to think about moving it to the following year
- 7. Program and Events Report
  - a. Uniform Swap
    - i. Laura Chapman will be running this\
    - ii. She needs volunteers to help her
    - iii. The dates are on the master calendar
    - iv. The first one will be 9/28
    - v. Laura will need help at 7:30 to help set up tables and haul the boxes down
  - b. Staff Bathrooms
    - i. Need volunteer
  - c. Casa Gear
    - i. Need volunteer
  - d. Staff Birthday Cards
    - i. Amy Shyshnyak has agreed to take the lead
    - ii. Heather ordered cards from Staples and is waiting for them to arrive
    - iii. Needs \$5 gift cards - She suggested to order from Target this year
    - iv. Scrip \$5 are only offered certain times of the year.
    - v. Kerri Schmidt suggested finding out when that is and then pre-order this year so we have it for next year
  - e. Sunshine committee
    - i. Need volunteer
    - ii. This person would write thank you cards as well as sympathy cards
  - f. Silent Auction
    - i. It will happen during Fiesta again
    - ii. The Casa Board will also have a silent auction during Viva Casa
    - iii. Need volunteers who will help with both Silent Action
    - iv. Viva Casa will be Nov 3
  - g. Teacher appreciation lunches
    - i. Julie stated that sometimes we have trouble having people bring in food
    - ii. Everyone wants to send in paper plates
    - iii. She suggested having parents donate money and have it catered
    - iv. It may be good to have both options available
    - v. It may come down to deciding at each time

- vi. Maybe we can explain to room parents to make sure they send out the emails
  - vii. Maybe put it on the website as well
  - h. Casa Connections
    - i. Attendance has grown in the last 4 years
    - ii. 30 - 60 people at each even
    - iii. Had over 300 people for the eclipse
    - iv. Earned \$200 back from when we ordered the glasses
8. Funding Requests
- a. Ms. Huckel
    - i. Requested funding for a website to help professional development for teachers
    - ii. \$99 for year subscription
    - iii. Erin will print out link and give it Danielle
  - b. Read Night
    - i. PFA pays for pizza and water
    - ii. Little Ceasar's gives free cookies and \$5 pizza
    - iii. If we ask grocery stores, please write it down so that we do not ask same store multiple times through Winterfest
    - iv. Jenn Gerdts offered to supply all the paper and stickers
    - v. Ask classrooms first - some teachers have a lot
9. Sra. Nunez
- a. Thank you for the staff appreciation lunches
  - b. Thank you to Ms. Whysall for the work she is doing for Palabra a Su Paso and the Montessori Language Arts Series
  - c. The staff has been busy working on an updated report card
  - d. Teachers will give a brief presentation about it during the potluck night
  - e. Different templates for the different levels
10. Questions
- a. TeeJay wants to know what the budget is for the touch tank
    - i. Two years ago, it was \$900
    - ii. Last year, it was \$1,000
    - iii. Myia would usually go to the Fish Store and submit the receipt
    - iv. We need to find out how much we need to pay the Fish Store and cancel the contract
    - v. Could not get in every week - need to know if they charged us for this
    - vi. New Board needs to look at the budget and finalize with the Fish Room
    - vii. Want to set up a schedule for teachers to bring their classes there
  - b. Has MAP been replaced by IXL?
    - i. Sra Nunez explained how MAP was used and why it should not have been on the report card.
    - ii. We have looked at assessments that really help the teacher target instruction.
    - iii. IXL is a formative tool that helps teachers target specific areas in instruction.
  - c. How do Math IXL and Montessori go together?
    - i. It is another tool that teachers use for formative assessments
    - ii. Still trying to make sure we have all of the Montessori materials needed
    - iii. How do you gage if teachers are using Montessori
      - 1. Sindy explained that the workplans are the record of Montessori materials. She uses them, along with other documents, as formative assessments to guide instruction. It is a great tool for practice after doing the Montessori work at school.
  - d. MClass is assessed BOY, MOY, and EOY. Are we doing that with Math as well?
    - i. We are doing BOY, MOY, and EOY for Math as well being
    - ii. Teachers will discuss it with parents at conferences
  - e. Is IXL supposed to be used for homework?

11. Election results

- a. Jenny Goeguen, Sarah Slipskey, and Jennifer Fuller counted the ballots
- b. 144 ballots
- c. Co-Presidents
  - i. Lilian Zeituni
  - ii. Kerrie Gottschall
- d. Co-Vice Presidents
  - i. Kerri Schmidt
  - ii. Itnuit Janovitz
- e. Secretary
  - i. Wendy Pineda
- f. Treasurer
  - i. Bryan Lanspery
- g. Next steps
  - i.
- h. 10 day transition period between officers
  - i. Lilian, Bryan, and Danielle need to go to the bank together to change names on the account.

12. Meeting adjourned