



Casa Esperanza Montessori

Parent Faculty Association Meeting

December 5, 2018/8:30 AM/ Faculty Lounge

Executive Officers:

Ghenet Mogos & Teresa Lockhart, Co-Presidents; Ghenet Yosief, Vice President; Bryan Lanspery, Treasurer; Kristen King, Secretary

Members Present:

Sra. Ibis Nunez, Kristen King, Ghenet Mogos, Ghenet Yosief, Teresa Lockhart, Teejay Lanspery, Julie Stevenson, Jennifer Fuller, Laura Chapman, Alya Jakubowicz, Mitchell Huntanar, Valerie Jong, Connie Omari, Rachel Banyal, Paulina Bohorquez, Sarah Slipsky, Sindy Salcedo, Tessa Aiku, Zenobia Simmons, Gary Lynch

AGENDA

Welcome and Call to Order: Ghenet Mogos called the meeting to order at 8:30.

OPEN COMMENT:

- Mr. Lynch discusses that the Gaga Pit has been approved by the Student Council and Teachers
 - He emphasizes that the structure needs to be well built and that the location near the monkey bars and climbing house is a good place to set it up
 - Ayla states that the area near the monkey bars has too much mud, and that the tires will be relocated and the Gaga Pit placed there instead
 - Mr. Lynch discusses that the balls that will be purchased need to be brought inside after recess so that they do not get lost. He also thinks that After Care should have their own ball.
 - Julie suggests that the classroom information should be written on each ball to help keep up with them.
 - Teejay mentions that we need to remind the recess volunteers to bring the Gaga balls in when their volunteering time is over.
 - Ayla emphasizes that the students are excited and that we need to quickly figure out a fundraising plan. She questions about the fundraising guidelines.
 - Sra. Nunez reminds us that there can be no competition, that the fundraising itself cannot go against our Montessori values, and that there can be no interruption or distraction from instructional time.
 - Ayla mentions the idea of yoga at recess for \$5.00 a student. Sra. Nunez gives permission to incorporate Ayla's yoga idea during recess. (Sra. Salcedo states that the recess schedule is posted on the teacher's lounge message board.)
 - Jennifer questions the amount that the Gaga Pit is going to cost. The initial pit will run about \$800.00 plus installation and landscaping costs.
 - Mitchell states that he met with Rudy, the landscaper, on a day that it was raining on the playground. It worked out well because they were able to view the drainage issue. He states that the landscaping will be labor intensive and suggests concrete squares to help with the drainage.
 - Jennifer and Mitchell agree that a ribbon would be a good idea to stop the mulch from going under the playground fence.
 - Mitchell states that the pit and landscaping will run between \$1300-1500 total.
 - Mitchell and Ayla inquire where the money for the Gaga Pit would be put during fundraising. The PFA officers replied that the funds would be placed in the playground account, which currently has a \$5.00 balance. They inquire about our paypal account, and were told funds could be sent to pfa@cemcs.org with a note in the message that the money was for the playground.

- Teresa and Ghenet mention that the playground money is earmarked. It is placed in the PFA account and the PFA essentially writes the check.
- Sra. Salcedo suggests having a jar in the front office with a thermometer showing our fundraising progress.

-Julie provides an update on the Bookfair.

- It was the largest one in history with sales at about \$15,000.
- Ghenet brings up how the PFA collects money and provides volunteers, but that Valerie Jong and Wendy Pinada decide how the money raised will be spent.
- Valerie states that $\frac{1}{4}$ of what is sold is redeemed in cash (approximately \$3000), and $\frac{1}{2}$ of what is sold is redeemed through Scholastic Credit
- Valerie states that they will probably redeem the majority in cash because Scholastic does not have a huge book selection. They will also purchase high end books and award winning books in the spring.
- Sra. Nunez states that we will also continue to fill the library with curriculum materials.

-Ghenet M. discusses the school sponsorship

- About \$900 was made last month
- We obtained 3 new sponsors this month
- Ghenet reiterates that we charge \$150 for Casa Parents to sponsor and \$300 for non-Casa participants
- Ghenet states that the sponsors will appear in our Facebook feed and newsletter as part of their advertisement
- Jennifer suggests that an email with sponsorship details should be sent to all the classes.

-Sra. Nunez updates the meeting about the United Artists

- She states that the teachers will be sending out emails with dates and information
- The Cultural Presentations on the 19/20 of December will showcase the informative results

-Ghenet M. updates the meeting on the budget for Brian

- At the end of November the checking was at \$10,91.74
- Savings was at \$5.74
- Scrip was at \$1,047.48
- Scrip card purchase of cards for families in need is traditionally \$400 purchased by Ms. Seymour (ie. Walmart and Target cards)
- We raised nearly \$1000 in additional Fall Festival revenue
- We've collected almost \$800 in sponsorship due to the banner
- PFA has paid playground equipment balance of about \$3,535
- Ghenet states that we are reimbursing \$200 to Nicole Robinette for shipping the candy to the soldiers
- Ghenet states that we had to pay about \$300 in bills from last year
- She also mentions about \$1800 we made from Square 1 Art
- Jennifer asks about the budget for teacher luncheons
- *****(See the attached addendum, below for updated budget details)**

NEW BUSINESS:

-Ghenet and Kristen discuss the Uniform/Winter Gear Swap that Laura has put together

- The dates and times will be Dec. 10 from 8:30-9:30 am and Dec. 11 from 2:30-3:30 pm
- Laura states that uniforms may be dropped off in the front office
- Sarah states that she needs the Spanish translation in order to make a graphic for our Facebook page

-Ghenet brings up the topic of Teacher Holiday Gifts

- She questions the group to see if they want to pool money for group gifts

- Sarah and Jennifer state that it's too late to organize this. People have already started purchasing individual gifts.
- Jennifer suggests that the PFA should send the room parents an email reminder

-Ghenet reminds all of the Kendra Scott fundraiser on Dec. 7 from 4-7pm

- Casa receives 20% of sales during this time
- Also, 50% off one item for the December birthday incentive

-Ghenet talks about Papa Murphy's Pizzas

- Due to the poor quality of pizzas on Literacy Night, they will give us 30 pizzas to sell this Friday in carpool. (This will test the interest in this fundraising idea.)
- The funds from this Friday will go directly to Sra. Urcuqui's Go Fund Me (Jennifer mentions that she doesn't think Sra. Urcuqui is aware of this)
- Ghenet states that Casa will make 25% of sales from now until the end of the year if people purchase using the promotional code LOVE
- Sarah states that about 60-70 pizzas will be purchased every Wednesday
- Pizzas will be sold for \$10 each on Fridays in carpool

-Teresa discusses Scrip Cards

- We've decided to sell old cards at a 20% discount
- Julie suggests creating a Sign Up Genius to keep track of inventory

-Teresa discusses the idea of a Coding Activity for Spring

- It would be an after school Stem activity
- We would hire someone to come in and teach grades 3rd and up
- This activity still needs approval

-Ghenet discusses the free Museum tickets available for the temporary exhibit

- She states that they will alert us ahead of time and pool the tickets to be sold by a certain time of day
- They are trying to create vouchers for families

-Ghenet mention McTeacher Night coming up in January

-Julie asks about the Casa t-shirts

- It is stated that they have already been sold, but advertisement was low so many people missed out

-Ghenet Y states that January 10, 2019 will be STEM night here at Casa

- It will take place in the Teacher's Lounge because they need a large space with a sink
- Jennifer questions the size of the space
- There are no back up dates available for this event

-Sra. Nunez exits the meeting, but expresses gratitude for all of the PFA's hard work!

-Jennifer asks about the status of the Teacher's Grants in regards to our budget

- Ghenet reiterates that this PFA didn't start this school year with a lot of funds, only about \$10,000
- \$4,000 was used United Artist about \$4,000 for Razkid and Brain Pop, and Casa gear within first month.
- Ghenet stated we need to raised at least that much for next school year for the same items.
- Sra. Salcedo explains what kinds of items have been on the grants in the past

-Ghenet mentions that it has been requested that no one roam the halls or visit their child's classroom after the meeting today.

Ghenet adjourns the meeting at 9:30 am.

CEMCS PFA Monthly Income Statement - Through November

	Nov Balance	+/-
PFA Main Checking	\$10,931.74	\$10,645.97
PFA Savings	\$5.74	-\$3,550.49
Scrip Account	\$1,047.48	-\$1,991.80

Income by Committee

	Nov	Year to Date	Budget	% to Budget
PFA Total	\$1,233.64	\$5,226.40	\$22,750.00	23%
Active Fundraising	\$1,233.64	\$1,090.13	\$13,800.00	8%
Casa Gear	\$262.00	-\$1,641.88	\$800.00	-205%
Fun Run	-	\$75.00	\$3,000.00	3%
Restaurant Family Nights	\$4.00	\$99.37	\$1,000.00	10%
Silent Auction	-	\$90.00	\$2,500.00	4%
Sponsorships	\$787.39	\$2,287.39	\$3,000.00	76%
Square One Art	\$180.25	\$180.25	\$3,500.00	5%
Communications	\$0.00	\$163.00	\$2,500.00	7%
Yearbook	-	\$163.00	\$1,000.00	16%
PDA	-	-	\$1,500.00	-
Passive Fundraising	\$0.00	\$3,973.27	\$6,450.00	62%
Amazon Smile	-	\$191.85	\$250.00	77%
Boxtops	-	-	\$500.00	-
First Day School Supplies	-	\$1,091.00	\$300.00	364%
Harris Teeter	-	\$193.85	\$200.00	97%
Mabel's Labels	-	\$49.38	\$0.00	-
Pictures	-	\$2,447.19	\$4,000.00	61%
Scrip	-	-	\$1,000.00	-
Terracycle	-	-	\$200.00	-

Expense by Committee

	Nov	Year to Date	Budget	% to Budget
PFA Total	\$39.08	\$14,201.77	\$24,540.00	58%
Educational	\$11.43	\$4,198.92	\$5,250.00	80%
Playground	-	-	\$250.00	-
Touch Tank	\$11.43	\$198.92	\$1,000.00	20%
United Artist	-	\$4,000.00	\$4,000.00	100%
Events	(\$379.00)	\$3,681.20	\$5,050.00	73%
Book Fair	-	-	\$0.00	-
Casa Connections	-	-	\$500.00	-
Fall Festival	(\$1,029.00)	\$3,031.20	\$3,000.00	101%
Family Literacy Night Pizza	\$650.00	\$650.00	\$550.00	118%
PFA Special Events	-	-	\$500.00	-
Viva Casa Sponsorship	-	-	\$500.00	-
STEAM Night	-	-	\$0.00	-
Hospitality	\$319.38	\$1,888.23	\$3,490.00	54%
Casa Helping Hand (PS)	-	-	\$1,500.00	-
Staff Appreciation	\$197.11	\$897.20	\$1,500.00	60%
Teacher Luncheon	-	\$746.49	\$2,831.00	26%
Water Cooler	\$122.27	\$244.54	\$490.00	50%
School Support	\$87.27	\$4,433.42	\$10,750.00	41%
Faculty Grants	-	-	\$5,000.00	-
Media Center	\$14.44	\$4,078.59	\$5,000.00	82%
PE Teacher Funding	\$37.97	\$37.97	\$250.00	15%
Technology	-	-	\$0.00	-
PFA Operational Costs	\$34.86	\$316.86	\$500.00	63%

* \$3,535.50 transferred from Savings to Checking for Playground balance due

* \$6,245.91 from Book Fair held in Checking

* \$310 paid for 2017-2018 activities