

**Santa Rosa French American Charter School Foundation  
Parent Association Foundation Meeting Minutes**

I. Opening:

The regular meeting of the Santa Rosa French American Charter School Foundation Parent Association Foundation was called to order at 5:34pm on September 7, 2022 at Ben Wolf's house by Ben Wolf.

II. PAF Mission Statement

The SRFACS Parent Association Foundation (PAF) will provide services to the school community in collaboration with the school's leadership; raise funds solely for the purposes of supporting school goals and programs; conduct activities which foster community spirit, involvement, and awareness; and sponsor activities that promote the vision and mission of the school.

III. Board members in attendance:

Carmen Dehlinger, Sean Charter, Ben Wolf, Erica Mikesell, Monique Audiat-Rewick, Sarah Del Porto, Danielle Stewart, Bibiana Pisoni, Brittany Westerman, Nora Brand, Emmanuel Jougounoux, Melanie Maese

IV. Public Comment - n/a

V. Approval of Agenda/ Minutes

Minutes from previous meeting were approved via email to be posted to the website/app. Carmen motioned to approve Meeting Agenda, seconded by Brittany; Agenda approved.

VI. Reports

- a. **PRESIDENT'S REPORT:** (Ben)- Megan started as Steam Coordinator, setting up STEAM room, monthly theme, coordinating with Ketsia, Charlotte (Garden). SRJC parent leading Astronomy instruction coming out October 1. Back to School night happened - Carmen announced on behalf of PAF, small uptick in fundraising/app installs following. EEBBER went well. Hot day, Pizza vendor ran slow but quality good, better sound system needed? SAB meeting last week: can La Plume go out in French as well, school website too? Complicated - keep on agenda, and look into. Caroline brought up Art Show in Barlow Oct 22-30, proposal to incorporate SRFACS wine families...Brittany will discuss more in event update. Lunch program update - starting to pull together how to work with districts, SAB, schools, financing, backing, strategizing is starting.
- b. **PRINCIPAL'S REPORT:** (Evelyn) Back to School night went well. 7th grade off to good start. Their BTS night is tomorrow so will learn more then. Will need \$ for science supplies. Dropoff and pickup getting tough again, so would be good to get a vestie to help get kids from gate to car to move traffic along. → **ACTION (Danielle to look into creating HelpCounter needs for vesties again).** Parents are not registering for Parent Square - which is primary source of communication from school - so please encourage

parents to sign up, perhaps Class Reps can address? - → **ACTION (Bibiana to have class reps message this out to parents once they are all established)**. Students being evaluated in French, Map, let's go learn etc in next couple weeks then parent-teacher conferences start Sept 26. New teachers: Lana in place for 4th grade, Myriam in 1st, Florian may be on campus tomorrow and another Kinder teacher in final hiring stages. Big event Sept 17 for 10-year anniversary. Thank you to parents stepping up...Amanda Elias repainted school rules over Labor Day weekend - looks great!

- c. **TREASURER'S REPORT:** (Sean)- Financials reviewed, earmarked funds for grants, lunch still there, so \$220K in total funds. Pending security deposit back from city from EEBBER; will be a check to Foundation. \$31k in family giving donations so far. EEBBER rased \$1900. Classroom supplies getting used, which is great, teacher support supplies, and garden/homework club funds up and running. Net income of \$15k so far but will decrease throughout the year: plan for year is to run into red so we use what we've built up over past couple years. Trending under in family giving and corporate matches so far, YTD. 10-year anniversary event pending and also question of PAF support for bond measure campaign - will ask if able to support as a foundation (wrt taxation, political involvement etc). Ben has updates from legal side regarding that as well.

#### VII. Committee Reports:

##### a. Fundraising: Ben:

- ii. Family Giving: App includes forward-looking monthly donations from Givelively update too, hence number is higher: at \$44k so that is up to date. Good rate so far, down YTD from last year, but LY also banner due to first year back from pandemic, also inflation now....but need to continue to push message out (parent reps/ fundraising communication). Evelyn can advise on how many families we are. Goal is 100% participation - whatever you can give. Class reps may not be up and running yet, so once that gets up may help. Need to ensure communication to 6th/7th grade students too since they are also supported by funds. Ideas: Eiffel towel thermometer to show progress since people at school, adjust giving amount options on app, shareable with extended families too, ensuring Corporate Giving Matching, Evelyn can send targeted message to classroom via Parent Square easily (ie., 7th grade Delf, potential field trip motivation to donate), 6th grade wants to go camp, field trip funds - perhaps parents don't know Family Giving feeds into. Still in need of someone to work on Grant Writing/Fundraising, let Ben know if interested. **Nora** can assist with writing grants.

- ii. Teacher Wish Campaign (aka Giving Tuesday)- coordinator needed. Erica would like to help. Would be good to have a co-chair with a younger child; **Nora** volunteered.

##### b. Events: Brittany / co-chair TBD: **Melanie** volunteered to co-chair.

- i. EEBBER went well. 10-year Anniversary coming up Sept. 17, 4pm and she is working with Evelyn on it. There will be food (Alvin's food truck confirmed), teachers have put together a playlist (do we need sound system?), Evelyn would like tables/chairs. We will need volunteers (water, drinks) (PAF to provide).

- Brittany is looking at dessert options, dancing. Event needs to end by 9pm. Brittany won't be able to attend but will send email with more coming soon.
- ii. Art Show at The Barlow, per Caroline, Oct 22-30: just our school, perhaps all wine affiliated families could participate, asking if can have a reception when the art show kicks off with a tasting table, showcase the kids' art. People saying they want to do more events, so do we want to do this event? Decision: yes and use as final endcap for family giving fundraising.
  - iii. Fall Fete du Village event: Pre-covid, held an evening event at Bike Monkey, potluck, DJ, casual get together right before Thanksgiving. Brittany can look for event space if we want to do again. Shady Oak option – make it a Dine & Donate? Decision to lean into Art Show first, if not, then add in Fete du Village.
- c. **Green Committee: Sarah:** Charlotte is up and running and got watering systems connected and working (drought yes, but) so may start to look a little greener. Safe routes to school meeting, 1<sup>st</sup> Wednesday of every month (starts Oct). Walk & roll to school announcements pending. Got lots of volunteers et EEBBER. Still need a head of Green Committee (=sustainability practices at school so someone can do from behind the scenes).
  - d. **Parent Representative Coordinator: Bibiana;** 18 out of 20 classrooms have parent rep. Teachers of missing two had same issue last year (3<sup>rd</sup> grade). Brittany will speak to some parents. Interest if including 7<sup>th</sup> grade so they have a rep? Yes, Evelyn will check in with them and report back to Bibiana. Need to separate out messaging for lower / upper grades. Clemence shared a great parent rep letter she sent home so Bibiana looking into sharing with all teachers to leverage, if they wish. First communication from class reps to parents should include topics of Family Giving and events.
  - e. **Volunteer Coordinator: Danielle:** Been focusing on Data, coordinating with various people involved (Angel etc) and will send out list this week for committee heads to help fill in blanks. **Action:** Danielle to check with Charlotte re: HelpCounter and SignupGenius for using for volunteers. Danielle can let Ben know when she wants to change pw for HelpCounter, as she is working on improving HelpCounter for ease of use.
  - f. Enrichment & Cultural Enhancement: TBD (**Juliette** McElvany): Proposed Fall Enrichment schedule: Oct. 3- Nov 28. Registration coming out around week of Sept 19. Schedule is pretty much set, pricing for one went up a bit (prices everywhere are going up)(scholarship budget went down a bit too). Class pricing and scholarship discussion: LY ~14k on scholarships, decided to cap at 10k this year; \$2500/session. Should be need based, capped per family, lottery based, waitlist management challenge, teacher payment challenge.
    - i. **Ben motioned for 25 \$100 scholarships per session, demand based (can fund more than \$100 if less demand within \$2500 cap per session), can adjust \$100 next session if needed. 1 scholarship per student, per session. Req: note hardship on request form.**
    - ii. **Carmen seconded the motion.**
    - iii. **Motion Approved unanimously**
    - iv. **Action: Juliette** to update scholarship form to circulate
  - b. Communication and PR: **Carmen:** All inc. in previous discussions.
  - g. Discussion and Action Items

- a. New PAF Members
  - i. Melanie Maese – Intro: class rep, 1<sup>st</sup> grader
  - ii. Brittany Westerman – no intro needed
    - 1. **Ben Motioned to return Brittany and Melanie to join PAF.**
    - 2. **Carmen seconded the motion.**
    - 3. **Motion Approved unanimously.**
  - iii. Confirmation of term start dates, 2-year terms beginning 2022
- b. Resolution to switch to RCU – **Action: Sean, Ben and Monique** to get together next couple weeks to complete.
  - i. Monique/Sean to draft resolution stating new PAF executives in order to close Wells Fargo
- c. Coffee with PAF – went well – Discussion on if we should schedule another. Agreed to do one in September; next week: Wednesday, Sept 14<sup>th</sup> and in October to coordinate with Walk & Roll October 5<sup>th</sup>. **Action: Bibiana** to bring coffee Sept 14<sup>th</sup> (**Brittany** as back up if she can't) and **Nora** to bring coffee Oct 5.
- d. PAF Support of SRCS Bond Measure Campaign, Measure C and Measure G (one for middle/high schools the other for elementary): If parents want to be involved with campaign (solicitation, canvassing neighborhoods), then contact Ben. Need to decide if PAF endorses, supports, communicates on it., etc. Involvement doesn't equate to allocation but increased visibility for SRFACS not a bad thing, so would be good to have some SRFACS parents involved. PAF can legally contribute to a bond measure, if desired. Topic tabled for further discussion.
  - i. Financial donation? Boots-on-the-ground volunteers? Communications?  
More information at [www.yesoncandg.org](http://www.yesoncandg.org)
- e. PAF Master Calendar: Monique-
  - i. Schedule of Events – would be nice to have organized for year, so parents can plan, increase participation. Coordinate with Angel's school calendar
  - ii. IMS to give a heads up on planning initiation dates. **Action: Nora** to organize
- f. Open Action Items from previous meetings:
  - i. No open action items

VIII. Adjournment: Meeting adjourned by Ben at 7:43pm

**Upcoming dates:** SRFACS 10-year Anniversary Celebration: September 17, 4pm

Future Meetings Scheduled for: Oct 5, Nov 2, Dec 7, Jan 4, Feb 1, Mar 1, Apr 5, May 3

PAF meets on Wednesdays at 5:30pm unless otherwise noted