

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

- I. Call to Order -The regular meeting of the Santa Rosa French American Charter School Foundation Parent Association Foundation was called to order at 5:37 pm on August 2, 2023 at Ben Wolf's house and via zoom 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: Ben Wolf, Sean Charter, Carmen Delinger, Monique Audiati-Rewick, Danielle Stewart, Jenny Slama, Aimee Carney, Sarah DelPorto, Bibiana Pisoni
- IV. Public Comment – N/A
The public may address the Board regarding any item not listed on the agenda during this time. Presentations are limited to three (2) minutes per person per topic. When addressing the Board please state your name and position (e.g., teacher, parent, community member). It should be noted that the Board may not respond to comments. The Public may also address the Board on any item listed on the agenda at the time the matter is discussed by the Board.
- V. Consent Agenda and Approval of Minutes
Minutes from previous meeting were approved via email and posted to the website/app. Ben motioned to approve the meeting Agenda; Sean seconded; Motion approved unanimously.
- VI. Board Reports
 - A. PRESIDENT'S REPORT: **Ben** – Bastille day was good turn out, Snow cone machine was popular so will do at EEBBR again. New families and potential families gained more exposure so that's always good.. August = campus clean up, Family Giving, EEBBR (need all PAF present), so get ready for La Rentree! Sean and Ben started looking into what setting up an endowment would entail, so stay tuned for more details. SRCSD held a meeting regarding facility masterplans for district, related to C&G bond funds; they will review and approve project requests this fall. SRFACS facility needs are problematic due to being on a fault (things cost more to build etc.). So, the district is considering a potential move for SRFACS to a different location. Evelyn and school leadership will be involved in any discussions, stay tuned.
 - B. PRINCIPAL'S REPORT: **Evelyn** – Will stick close to SRCSD facilities topic. Was at Slater today, met new Principal, Ryan Partika, and he is very supportive of immersion schools (spent 5 yrs at one with multiple languages) was a great visit. Still working through IT issues with 7th graders (ie., parents on their parent square etc.) so communications should be straightened out very soon. Agree to continue manually including Slater students in applicable events,

with the exception of Class Representatives, as it's middle school and 'class parents' aren't part of the model. Jump Start is in session and is going well. Busy with preparations for Back to School. Evelyn will ask Joe the magician if he can attend EEGBR since he is so popular with kids and is very inclusive; somehow all kids engage with him.

- C. **TREASURER'S REPORT: Sean** – holding steady with funds in general use checking ~176k, so about ~220K total in our accounts. Netted about 17.5k LY, expenses totaled about 109k. Re-curing family donations still coming in. Some bookkeeping expenses due to increase. Some new regulations from P.O. Box recipients; post office will start checking names associated P.O. boxes, so need to ensure anyone that receives mail for SRFACS need to be sure we have name added. (Identification verification required). SRFACS ok, just for ID's. Sean to get Evelyn (Cheryl) check for \$15k to fund for upcoming expenses (field trips, etc). Still collecting funds for Ukraine, have \$1444 we've collected, so Evelyn will connect Sean with Principal so we can figure out how to get funds to them.

VII. Discussion and Action Items

- A. Funding for possible addition of 3rd intern: **Evelyn/Ben** – Opportunity for 3rd intern, from Senegal, biology major with goal to teach – could align perfectly with 7th/8th grade. Need to secure housing still and also review, add budget.
- a. Will need to vote on change to budget. Ben motioned to add \$14k to budget to accommodate, Bibiana seconded. Unanimously approved.
- B. **Fundraising:** Ben, Nora, Jenny
- a. Family giving 2023/2024 kickoff! Page set up on GiveLively, discussion around amounts on forms, hard copies needed, 100% participation, any amount is the goal. Tis the season and will launch at EEGBR.
- C. **Communications:** Carmen, Aimee
- a. Updates to website and app – many updates/linkages forthcoming for Back to school preparation; Calendar, volunteer training, website being reviewed for dates. 2 calendars on app (1 is district, other is school specific, inc. paf events). Reviewing La Plume platform for potential switch (translation capabilities).
- D. **Calendar coordinator:** Nora
- a. Add dates for all events from Brittany – trying to link all PAF events, linked to SRFACS calendar (Angel) on to one Master Calendar. Note: **ACTION** ->next year add EEGBR date to school calendar PRIOR to summer break.
- E. Green Committee: Sarah
- F. Swag shop: Sarah, Brittany
- G. **Volunteers and Class Reps:** Danielle, Bibiana, Jenny, Aimee – focusing on how to communicate the role of the classroom representative. Flyers in English, Spanish in draft, once final will sent to teachers (inc. Opt out option), deadline it BTS night, Evelyn will follow up with email on ParentSquare. Once Classroom reps chosen, will forward emails to Angel/Evelyn to connect to emails. Goal = by BTS all reps chosen so teachers can introduce CR. Creating tools like a zoom meeting to review goals, expectations, how to, tools (i.e., potentially print out how to find info (PAF app, helpcounter, etc). Will have flyers available at Coffee w Paf on Aug 18, potential zoom mtg Monday, Aug 28, 6pm. (BTS Sept 7).

Reviewing & Preparing HelpCounter to be ready to receive volunteers and also website – Angel requested volunteers must be cleared before being in HelpCounter (ensuring clearance and easier to manage) – discussed and agreed to keep it secured. SignupGenius options reviewed as option for broader needs – discussed a PAF account that can be utilized by many (Kermese, class reps etc)(benefit=can copy lists YOY). Jenny volunteers to manage buying PAF account and setting up – will coordinate with Ben. (note: to add to SOP’s once confirmed).

- H. **Outreach** (new teacher, intern, new family welcome): Emmanuel, Brittany
 - a. Possible Kona Ice on day before classes start, when class lists are posted? Posted at 4pm on Aug 15 (the day before school starts). But discussion determined too much concern, timing, so will not do Kona Ice.
- I. Enrichment: Juliette, Emmanuel
- J. Event Czar: Brittany
 - a. **EeBBeR**: Brittany, Emmanuel – Booths: welcome/PAF/Family Giving, Bev ticket, Bev Service, Swag store, Uniform Swap, Volunteer, Snow Cone in addition to Food trucks. Maybe Magic Show Joe. Will need all PAFers there to set up/clean up/host booths. Sarah to ask Charlotte to come to help w Volunteer booth/Garden/Green kids etc
 - b. Coffee with Paf, Aug 18 – should insure advertised as “sponsored by PAF” so it’s clear is community connecting and information sharing; no agenda needed to partake – just free coffee, connection and smiles.
- K. Dine and Donates: Lisa McKee and need to recruit another to transition...
- L. Meeting adjourned by Ben at 7:36pm.

VIII. Upcoming dates:

- A. Campus Clean up, August 13, 9am – 2pm, BYOL, open picnic so you can take a break and then continue 😊
- B. Coffee with PAF, Aug 18 – (should insure advertised as “sponsored by PAF” so it’s clear is community connecting and information sharing; no agenda needed to partake – just free coffee, connection and smiles).
- C. Ecole en Bleu, Blanc, et Rouge: August 26, 12-4pm, Doyle Park. Set up starting at 9am.
- D. Bike Safety workshop, Sept 9, 10-12:30.

Future Meetings Scheduled for: September 6, October 4, November 1, December 6, January 3, February 7, March 6, April 3, May 1, June 5, July 10

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