

**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 5:33 pm on May 3, 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: Carmen Dehlinger, Sean Charter, Ben Wolf, Brittany Westerman, Monique Audiat-Rewick, JP Ehrhold, Ludovic Pallanca, Emmanuel Jougounoux, Erica Mikesell, Danielle Stewart, 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 meeting Agenda, Carmen seconded; Motion approved.
- VI. Board Reports
 - A. PRESIDENT'S REPORT: **Ben** – Recent SRCS meeting featured SRFACS; Evelyn presented student, teacher of month, etc. went well and good to have visibility. Also attended the Superintendent Advisory Network meeting. Bond measure actions are also in motion – bond measures towards capital expenditures but upcoming parcel tax could fund resources officers (safety concerns) and other non-capital items. Budget season is upon us – first draft will be reviewed at June meeting and finalized at July meeting.
 - B. PRINCIPAL'S REPORT: **Evelyn** – Big testing time for students, so thank you to parents for ensuring that they are rested and fed – it makes a difference. Working on getting make up testing. DELF next week, finished LCAP, LGL. Mrs. Malfatti day went well – great fun for all! Kermesse planning underway, she is confirming schedule with teachers. 7th graders would like to come – can propose as a Field Trip during French time. They can help, prize booth, wear new C'est gentile shirts, etc. Small playground behind amphitheater kids used to use a lot – may be able to move / extend playground (will need to add more pieces) – waiting to

hear back from district. Request to add 2nd TK room was declined by the district but will revisit over the summer/fall for future years.

- C. TREASURER'S REPORT: **Sean** - Financials reviewed. Did better than in past on Corporate Matches so good job families for ensuring those are requested. Teacher Wish campaign also did well. School accreditation spend much lower than normal, so wondering if some invoices sitting unpaid – **ACTION:** Brittany will look into. Additional Garden funds remain unused; TK class trying to take on updates themselves **ACTION:** Bibiana will reach out to TK Parent Reps to let them know PAF funds can assist. Intern discussion wrt June payment or not since school ended; perhaps going forward pay an extra week at end of May or present with thank you gift card at Appreciation Dinner. Foundation Expenses a bit higher than expected/budgeted (~10%) due to increased costs, etc.

VII. Committee Reports

- a. Fundraising: **Ben / (TBD co-chair)** – no updates. Discussion around updates on sister school in Ukraine fundraising – **ACTION:** Ben to follow up with Evelyn.
 - i. Grant Opportunities: **Nora/Carmen/Sarah-Jane** – no updates
- b. Events: **Brittany / Carmen**
 - i. Talent Show (May 12, auditions this week): **Kim/Jessica** are leading, thankfully more parent involvement so show is happening!
 - ii. Staff appreciation brunch: Teacher appreciation week is next week. Teacher Brunch next Thursday that Tiffany Fulton is leading. **ACTION:** Bibiana to send email to class reps to remind parents that it's 'Teacher Appreciation Week' and families can support in simple ways ie., a thank you card, pick a flower, etc.
 - iii. Volunteer appreciation brunch: Bibiana: needs to connect with Danielle since they spoke last month about combining volunteers with parent reps and appreciating both. **ACTION:** Bibiana to follow up with Danielle, is willing to help. Looking into a simple coffee, breakfast after drop off.
 - iv. Kermesse (May 26): **Erica/Bibiana/Jenny** – all classrooms have a booth chosen and all parent reps should have communicated to their classrooms to get supplies, schedule. Waiting to hear back from Evelyn wrt schedule; meanwhile just using last year's. Need a volunteer DJ- even if just to plug in phone and play Spotify list – Brittany will assist, also with booth map. **(Action)**. Brittany included draft emails in Kermesse folder to leverage. Prizes are all organized (Galliene, Erica, Jenny), baskets, passport booklets are set. Evening picnic is like light version of EEBBR, nice for PAF to come, early - Doyle confirmed 3-8pm, not selling alcohol/food, all BYO, being announced in La Plume. **ACTION:** All PAF please be there at 5. Sean to bring sound system. Brittany motioned to increase Cultural events & holidays line item in budget to \$3500 to cover Kermesse. Ben seconded. Motion Approved unanimously.
 - v. 6th grade graduation (May 31): **Carmen** – She and Tiffany starting to communicate with 5th grade parent volunteers and set up email to get

- pictures to put slide show together. Need to order cake (Sarmentine LY – kids enjoyed photo wall LY) **ACTION:** Carmen
- vi. Staff Appreciation Dinner (June 2): **ACTION:** All PAF to show up at 5, everyone else at 6. Everyone bring a dish and wine. JP/Ludo to message invitation to all staff and families.
 - vii. EeBBer (August 26): **Brittany – ACTION:** to get a permit and start soliciting food trucks.
 - c. Green Committee: Earth Day was great – well done, Sarah!
 - d. Parent Representative Coordinator: **Bibiana** – in line above
 - e. Volunteer Coordinator: **Danielle** – no update
 - f. Enrichment and Cultural Enhancement: **Carmen (Juliette McElvany)**
 - i. Spring Enrichment – going well
 - g. Communications and PR: **Carmen** – new SRFACS app – in app store with the wolf logo. Cool features so far; can translate, create subgroups. Please remove old app from your phone. And spread the word! **ACTION:** Bibiana to remind class reps.
 - h. Teachers' Update: **JP/Ludovic** –no updates
- I. Discussion and Action Items
- A. Interns – We **need intern hosts** – please spread the word. Includes room and board (bathroom can be shared), transportation to/from school, include in American home life. Small stipend available to host families.
 - B. 8th grade capstone trip, update and potential PAF funding: **Brittany** – organizing capstone trip to France! For students that finish SRFACS middle school program. Meeting tomorrow at 6:30pm in MPR about it, sign ups start next week. Same program that offers other 8th grade trips (Wash DC, etc.). Targeting 1st trip June 2024 for first graduates. Discussion: should plan to do annually? Should PAF fund in any way? \$4800/student for 10 days, covers flights, hotel, meals (minus lunch), museum/attractions, bus driver (basically all but lunches, souvenirs, and airport transportation to/from). Inc 1 chaperone for ev 6 chaperone (i.e, teachers, parents). Ref: Trip to Wash DC is same price. Program does provide scholarships, also opportunities in town, monthly payment options, every kid gets a fundraising page to solicit donations – but need to sign up for trip prior to any scholarships. All encouraged to self-fundraise, parent matching etc. support student fundraising, sister school in France to support, French Bee offers free / group pricing for schools. Further discussion to take place after meeting to see how parents respond
 - C. Teacher childcare funding and coordination (June 2 and August 14/15): **Evelyn/Ben** - Need coverage for ~10-12 kids and 14-16 kids and someone to organize an event etc. so teacher's children have something to do during teacher workdays. **Action:** Brittany to look into 1-day climbing camp. **ACTION:** Brittany to look into other camp options as well.
 - D. Camera, intercom system (~\$15k): **Evelyn/Ben** – Electronic locks and intercom system to front/back door for childcare. Expense should be approved next week, but doesn't include secondary door, which PAF may fund. **ACTION:** Evelyn to finalize plan.
 - a. Ben motioned to add \$25,000 to Campus & Facility budget line item for Security updates. Carmen seconded motion. Motion approved unanimously.

- E. Slater principal fund donation: **Evelyn** – Principal Mitch ended paying for GoGuardian Chromebook monitoring for students, Evelyn paid for SRFACS and our students being covered by Slater, along with some additional expenses. So, appropriate and generous to offer support to new incoming principal for costs associated with our students at their campus. Suggested \$1500 for next year. Action: Sean to add line item to budget for next year.
- F. PAF Master Calendar (have up to date by EeBBer): **Nora/Ben** – Action: Ben to follow up with Nora/Danielle/Jenny to ensure Angel linked in – new school website as well.
- G. Open action items from previous meetings:
 - a. Water fill station, Security Door, Playground Expansion: **Evelyn** – on-going, playing phone tag with providers.
 - i. **ACTION:** Sean to add line item to budget for playground expansion
 - ii. **ACTION:** Ben to Add to June Agenda: New incoming teacher welcome (Emmanuel) and transitioning PAF members

II. Upcoming dates:

- A. Talent Show, May 12
- B. Kermese: Friday, May 26
- C. Staff Appreciation Dinner: June 2
- D. EeBBR: August 26

Adjourned at 7:30pm by Ben Wolf.