

**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 5:38 on Aug 10 2021 in Ben's backyard by Brittany Westerman.
- II. Board members in attendance:  
Mohammed Teieb, Brittany Westerman, Nica McCarthy, Carmen Dehlinger, Sean Charter, Ben Wolf, Erica Mikesell, Monique Audiat-Rewick, Bibiana Pisoni, Sarah Dal Porto, Aude Paret, Emmanuel Jougounoux
- III. Board members absent:  
n/a
- IV. Approval of Agenda  
Brittany Westerman motioned to approve the agenda. Ben Wolf seconded. The agenda was unanimously approved as distributed.
- V. Approval of Minutes  
Brittany Westerman motioned to approve the agenda. Sean Charter seconded. The minutes of the previous meeting were unanimously approved as distributed.
- VI. Public Comment  
n/a
- VII. Reports/Open Issues
  - a. President's Report: School starts Thursday: Yay!
  - b. Treasurer's Report: Balance is strong (\$174,000- \$48,000 to school site budget + \$30,000 in reserve savings) Year-to-date so far: Family Giving doing well and expenses trending more or less at income with about \$700 net operating income. This to be updated monthly and incorporated in the App
  - c. Coordinator positions/ tutoring, etc. to be paid by 1099 **Action item: Sean to schedule meeting with Evelyn and Joel to discuss in detail**
  - d. **Action item: Covid AEFÉ funds to be cashed then donated to SRFACS- Sean**
  - e. Principal's Report: Thanks to the helpers for incoming teachers: they're getting settled! Great campus cleanup with lots of new families: Thanks Sarah! Now the mad dash to the starting line. Also, can PAF cover storage container for desks/furniture removed for safe distancing? **Action item: Yes (covid contingency funds) Brittany to arrange delivery and monthly contract for storage on site. Evelyn will confirm size needed with Dennis. Brittany to follow up with her.**

- f. **Action item: Sean and Ben to arrange for cleanout of existing PAF storage container.**
- g. EEBBR:
  - kids activities: on track
  - music: on track
  - setup/breakdown: Sean: unlocked at 10, locked at 12; unlocked at 4, locked at 5
  - permits: on track
  - food: picnic only unless someone pulls something off in the interim **Sarah to revise flyer**
  - Action item: Ben to coordinate to send out blurb on Friday and again next week. Finalize by Thursday for PAF feedback before sending out to public. Evelyn to give teacher's a head's up so they know to be there.**
  - Family giving: Ben to advertise through App and Parent Square and Class Reps.
  - Kids name being optional and messaging to be suggestion but give what you can.
- h. Volunteer coordinator:
  - Erica to coordinate class reps
  - Action item: Need someone to manage help counter: Emmanuel? Monique? Community member**
  - Dine and Donate to coordinator to remain Lisa McKee
- i. Lunch Program: **Action item: meeting with Joel since finances for this are complicated by Covid free lunch funding**

#### VIII. New Business

- a. **Action Item: Water fill station (need Facilities to confirm location) Been to check in with Evelyn in several weeks.**
- b. PAF website and swag is about 85% complete: feedback welcome. **Action items: Carmen to coordinate with Angel for updating links from school website and contact Moriah for pictures. Have Swag running for EEBBR: Sean and Carmen. Action item for all of PAF: Send headshots and blurb for each of us to Carmen**
- c. Enrichment:
  - Tutoring: to be on a teacher recommended basis
  - Activities (ok to have no teachers facilitate activities) and Kim to coordinate for the Fall session with a person to shadow and take over. **Action item: identify who will shadow and take over by the end of EEBBR**
- d. PAF Welcome at 1<sup>st</sup> Day: **Set up Friday morning during drop off**

#### IX. Agenda for Next Meeting

##### Committee Updates:

- A. PAF Storage Unit: Sean and Ben
- B. PAF Shed Cleaning: Erica and Carmen
- C. Volunteer Coordinator Update: Brittany speaking on behalf of Moriah Hart
- D. Class Reps Identifying Class Reps and Messaging to them: Erica

X. Adjournment

Meeting was adjourned at 7:24 by Brittany Westerman. The next general meeting will be at 5:30 on September 1st, location TBD.