

Friends of Weaver Minutes for September 10, 2017

Present:

Robert Briggerman
Cindy Lee
Jennifer Knapp

Natalie Chang
Francie Ghose
Kelly Das

Rosie Nguyen

I. Call to Order:

- a. The meeting was called to order at 8:28 a.m.

II. President's Report – Natalie

a. The PTA meetings are scheduled for the following dates:

- i. 10/20/17
- ii. 11/17/17 – (FOW Auctioneer training on this day as well)
- iii. 1/26/18
- iv. 2/22/18 - PM Meeting
- v. 3/12/18
- vi. 4/16/18
- vii. 5/14/18
- viii. 6/4/18

b. FOW – Need to create roster – gather info and will create roster to share.

c. Media Center – Volunteers Needed – communication on FB, Room Parents and PTA/FOW website regarding a need for volunteers to sign up to help in M.C.

1. Need 1 volunteer per class on sign up sheet (possibly more)
2. **ACTION:** Cindy will check in with Ms. Epps to determine specific volunteer schedule and needs. Sign up genius is a possibility to manage volunteer schedule that needs to be filled.
3. **Emergency Kits** – Backordered kits arrived. Kits need to be allocated to kids who have purchased and delivered to classrooms. 128 kits total need to be delivered. May revisit new company for emergency supply kits for next year. Brick by Brick was not efficient this year.

III. Principal's Report – Dr. Briggerman

- a. **LAPTOPS** – they ran out of battery power after 5/6 hours, settings adjusted to get battery life to apx. 8 hours. Need to wire cart/desktops for longer battery life. We need new plugs/wires.
- b. **ACTION:** Need 2nd set of cords – Dr. B said FOW can purchase cords with FOW Funds.
- c. **Color Printers** – Eventually we will need 2 color printers in central location. 2 color printers in M.C. need to be replaced. Ink is expensive.
- d. **ACTION:** Dr. B to assess condition of 2 color printers and determine cost to replace. Also, look at option and cost of acquiring a color copier. What is cost difference of operating a color copier and color printer.
- e. **PTA CONTAINER:** PTA will downsize, will swap large shed for smaller shed and place by reading garden and hide with trees. Over winter break shed will be cleaned out.
- f. **OFFICE:**

- i. Wendy – New Office Staff
 - ii. Nicole Carins – Office Staff
 - iii. Zayd Gallegos – New RVN nurse on staff. Hours 10-1 daily.
 - iv. Tyler Morrison – New Day Custodian
- g. **TECH UPDATE:** Ms Epps. /Dan Bennett needs to set up login and coordinate typing curriculum after Digital Safety Lessons are finished. 3rd-5th grades: Typing Program (1 month), Google Docs Lessons (1 month), Coding (4/5 weeks), PTLW Units to follow.
 - i. Currently finishing digital safety/literacy program
 - ii. Ms. Epps meets with Dan Bennett every Wed. to review and deliver material.
 - iii. Is it possible for Dr. Tom to supplement lessons? (Oz bots, etc.)
- h. **State of District** – Need two FOW representatives – Francie and Cindy will confirm they can attend this year, 9/27/17.

IV. Development Director Report - Kelly Das

- a. **Raspberry Pies:** Working on Volunteer Schedule/Plan. Laura Hall will assist with R.P.
 - i. **Need to finalize a volunteer plan and present to Dr. B**
 - ii. \$3,000 would get us apx. 18 additional kits
 - iii. Maybe R.P. can coincide with coding.
 - iv. Can we do R.P. in M.C. or classroom?
 - v. If Pies are shared, 4th may be the youngest grade to use.
 - vi. Need parent volunteer and logistic coordinator. 3rd grade is possibility (concern with removal of chips).
 - vii. Possible to introduce Pies at end of 3rd
 - viii. R.P. need written plan to print out to give to parent volunteers to serve as a guide.
 - ix. Possible to create R.P. info online for parents to access to aid with lessons
 - x. Possible parent orientation night to intro Pies and give hands on session – Maybe Brian Maris or parent can make R.P. video for parents
- b. Screens: Dr. B submitted paperwork to get 2 screens in M.C. Nancy Nguyen came to review request and not approved yet.
- c. **ACTION:** Dr. B to talk to electrician to ensure screens can be mounted and stable in desired locations in M.C. Once electrician approves, the order can be approved.
- d. Can we put a divider in M.C.?

V. Secretary's Report – Jennifer

- a. Natalie motion to approve minutes from August 7th, 2017 minutes. Cindy Second the motion and all agree.
- b. **ACTION:** Jennifer to send out finalized copy of 8/7/17 minutes and also send out “Draft” of 9/10/17 minutes to FOW Board and Dr. B.

VI. Treasurer's Report – Rosie

- a. Present draft budget FOW 2016-2017
- b. \$105,960.54 in FOW account at end of July
- c. **Examine Line Items in Draft Budget:**
- d. TOSA – Rename “FOW Donations”: change \$26,000 to \$23,000
- e. LAEF – \$7,500 offset - We will not see it this year: will go to district to forward fund M.C.

- f. Move Bently to FOW Donations and make \$10,000 going forward
- g. Scripp Rebate - \$300.00
- h. Currently Target does not give rebates to schools
- i. Scripps – will send out 3 or 4 times this year to raise additional funds
- j. Succulent fundraising - \$2,500
- k. Emergency Kits - \$200.00
- l. Family Fun Nights – Leave at \$4,000
- m. Spacemaker/ TOSA - minus 7,500 from line item
- n. Teacher Needs - \$50,000 (2 screens, etc.)
- o. Remove 3D Printer
- p. Remove Teaching Lab/Computer Station (\$2,600)
- q. Remove Ziggy Projector
- r. Constant Contact Split – Leave it in budget
- s. Teacher Welcome Breakfast – increase to \$400.00
- t. Rosie to resend budget to FOW before Friday and hand out Budget at Friday PTA/FOW meeting, 9/15/17.

VII. Financial Secretary’s Report – Cindy

- a. FOW donations – apx. \$18,200 as compared with \$23,000 last year
- b. Drop FOW Donation goal to \$23,000
- c. Increase donations by facilitating another round of SCRIPPS orders
- d. Also, send out another donation request in early Dec. or spring
- e. WINKOS – call for volunteer help – thank volunteers – notes, etc.
- f. Family Fun Nights – Next is 9/25/17 Rubios, Yalla, Pick Up Sticks
- g. **ACTION:** Cindy to create flyer and present to restaurants, also send to Regina Brown by Friday and Dr. B to send call home to remind.
- h. October FFN: CPK – 2 Nights, take out and dine in.

VIII. Vice President Report – Francie

- a. **Weaver Goes Hollywood** – Date: 3/3/18 - Casino Royale Theme
 - i. Need to get Committee Chairs in place
 - ii. Need Auction and Opportunity Chairs (2 people)
 - iii. Graphic Design volunteer needed – Save Date, Invite, Program, Signage
 - iv. Need Logo – to quick brand items/letters
 - v. Casino Tables – Gaming packages/options/4 hours of play \$2,000/\$3,000
 - vi. Gaming open when dancing begin or earlier?
 - vii. Prizes – options for gaming winners
- b. FOW WEBSITE – Needs to be updated/need to pay renewal
- c. **ACTION:** Natalie – to touch base with Christine/pay renewal

IX. PTA/FOW General Meeting - 9/15/17

X. Adjournment - The Meeting adjourned at 10:30