

## **Buena Vista Parent Organization – Minutes – November 9, 2015**

**INTRODUCTION** - Tim Bruegman, President, welcomed everyone and called for introductions. A sign in sheet was circulated and the following members signed in: Tim Bruegman (President), Lisa Kovacevic (Amity Coordinator), Erin Couture (4th grade rep), Sydney Koh (5<sup>th</sup> grade rep), Rosa Chavez, Stacy Chance, Kim Darden, Emily Dietz, Carleen McKillop, David White, Rachel Young, Mo Young, Carmel Lakhani, Tiffany Wright (Bookfair/E-script), Heidi Gese, Ben Gese, Amy Birney (communications-e-news), Ben Temple (site council), Sarah McKee (site council), Todd Grigsby (treasurer), April Colgrove (fundraising), Michael Hundt (Cultural Immersion Trip), Renée Buchanan, Lisa Nicholson, Enrique Macias, Elaine Repole (5<sup>th</sup> grade rep), George Bosch, Kelly Fenley, Keri Papé, Gina Olson, Jennifer Cantwell, Amy Potter, Juan Cuadros (Principal)

### **Approval of October Minutes**

A motion was made to approve the September and June minutes and there was a second. A vote was taken and no opposition was noted.

#### ***Resolved:***

The PTO Minutes for October were approved.

**GIRLS ON THE RUN PROPOSAL** - Girls on the Run is trying to start a program at Buena Vista. Representatives from Girls on the Run and Emily Dietz, a Buena Vista parent who has agreed to coach, were present to explain the program. The mission of Girls on the Run is to inspire girls to be joyful, confident and teach life skills all while doing running games. Girls who participate do not need to be athletes – it is for every girl. The program is 10 weeks long and will begin in the spring. The girls will meet twice a week for 90 minutes. Registration is \$150 and includes a t-shirt, water bottle and an end of the season 5k. Two more coaches are needed and a minimum of 8 girls (maximum 16) to participate. Registration will be available online soon – look for it on the website and in the enews.

**STUDENT TRIATHLON** - Renee Buchanan returned to let the BVPO that the triathlon will be happening on June 13, 2016 (the last Monday of school) from 10:00 am -11:30 am. In addition to a triathlon, there will be a duathlon option for students who do not swim. Approximately 40 volunteers will be needed. For the first year, this will be limited to grads 3-5. In terms of a registration fee, it will be \$5 with no-shirt and approximately \$10-15 with a shirt (depends on the type of shirt). The consensus of the group was they would like to see the shirt as optional. Renee indicated she needs to pay in advance for the pool and requested that BVPO advance the money. The BVPO will be paid back with registration fees (the event is self funding). She indicated she would like to run all the money through the BVPO.

### **Approval to Advance \$90 for Sheldon Pool for Student Triathlon**

A motion was made to approve the advancement of \$90 to pay to reserve the Sheldon Pool for the triathlon and there was a second. A vote was taken and no opposition was noted.

**Resolved:**

The BVPO will advance \$90 to pay to reserve the Sheldon Pool for the triathlon/duathlon.

**OPHELIA'S PLACE** - Tim provided an update on the Ophelia's Place training that was approved last year and discussed in October. All 4th and 5th graders will get the anti-bullying training. The program will be in the morning and efforts will be made to avoid disruption with the Artist and Residence program. The program is a go and the dates are as follows:

- *Weds Dec 2* - BV Staff Session (after school) & Parent session 6:30pm (all parents K-5 are welcome to attend the parent session)
- *Friday Dec 4* - 4th and 5th grade sessions (during school)
- *Monday Dec 7* - 4th and 5th grade sessions (during school)

**AMITY UPDATE** - Lisa indicated the program is going well and the Amity Interns created the Spanish Reference Sheets which were sponsored by Ben White that parents received during conferences. If you did not receive one, ask your child's teacher. Also, as a reminder, Amity will be recruiting families in spring to serve as host families for next year.

**SCHOOL AFFAIRS UPDATE** - *School Conference Staff Dinner* – The kindergarten parents hosted a potato bar on Wednesday during conferences and it went very well.

*Holiday Food Drive* - Thanksgiving basket are being provided by Eugene Bible Fellowship. Families in need should contact Principal Juan Cuadros. BVPO will be sponsoring gift cards to local grocery store. A flier was sent home asking if gift cards or food baskets would be preferred and every responder indicated that they would prefer gift cards. The committee will meet with Juan to get more information about how much each family should receive and the approximate number of families in need. Donations will be accepted in the lock box and online. Look for more information in the enews and on the website.

*Coffee chat* – There will be a coffee chat on Monday Dec 7. This Monday is also *lunes luminoso* and the book fair.

*Book fair* – The book fair will be December 7-11. There is also a possibility of a weekend opener on Saturday the 5th with a hot chocolate bar. There will be extended hours on the 7th – the fair will be open until 9am. Look for more information on the website and enews.

**SCHOOL SPIRIT UPDATE** - There was no update.

**FUNDRAISING UPDATE** - *Jog-a-thon* - Jog-a-thon has raised (to date) approximately \$24,332. There may be some more funds from the website still coming in.

*Spirit Gear* - Buena Vista gear is available for order online (the link is on the BVPO website). The sizing issues were fixed. We need as many orders as possible by Nov 24th. We are looking at trying to get \$5 fee reduced for people who want to buy shirts to donate and adding other merchandise for the next round of ordering.

*Pancake Breakfast and Pictures* – The pancake breakfast and pictures fundraiser turned out well. It was a great community building activity. It raised about \$1200 (about half from breakfast and half from pictures). Tim noted that Santa donated his time and did a great job. A discussion was held about giving him a gift card.

**Approval of \$75 gift card for Santa volunteer:**

A motion was made to purchase a \$50 gift card with BVPO funds as a thank you for the Santa volunteer. A motion was then made to amend the amount to \$75. There was a second for the \$75 gift card motion. A vote was taken and no opposition was noted.

***Resolved:***

BVPO funds will be used to purchase a \$75 gift card for the Santa volunteer.

Gift card - connections \$50

*Coin Drive and Box -Tops*– both drives are still going on – please send in coins

*Box Tops* – The box tops drive is still going on – please send in your box tops

**FIESTA UPDATE** - Fiesta is Friday April 15<sup>th</sup>. We need an additional Fiesta Co-chair for this year and to handle Fiesta in the future. Contact Tim or Autumn.

**TREASURER UPDATE** - Todd had handouts available regarding the budget and bank balances. A snapshot of the budget is below:

**2015 and 2016 BVPO Approved Budget**

Printed: November 9, 2015

Budget Owner		2015/16 Annual Operating Budget	2015 & 16 Approved Budget	2015 & 16 Actuals	Budget \$ Remaining	Budget % Remaining	Comments
Admin	Todd	Office Expense: Supplies and Quickbooks (\$290)	\$ 500	\$ -	\$ 500	100%	
Admin	Todd	Secure Mailbox Service	\$ 225	\$ 114	\$ 111	49%	Paid 6 Mo's expense.
Admin	Todd	BVPO Insurance	\$ 1,200	\$ -	\$ 1,200	100%	
Admin	Todd	CPA Tax Expenses/State fees	\$ 500	\$ -	\$ 500	100%	
Admin	Todd	BVPO Babysitting	\$ 300	\$ 30	\$ 270	90%	
Social	Autumn, Jenni	Fiesta	\$ 6,400	\$ 1,023	\$ 5,378	84%	Hult center deposit paid to 4J.
Social	School Affairs members	School Affairs Committee: (ice cream social, new family welcome, family dance night, teacher appreciation luncheon, teacher grading day brunch, misc school events.	\$ 1,200	\$ 584	\$ 616	51%	Ice cream social \$200 , Skate World (\$225), Carnival (\$92.65)
Program	Lisa and Gail	Amity Program (5 Interns)	\$ 32,250	\$ 15,290	\$ 16,960	53%	3 months of stipend, phones, & Amity fee
Program	Ben and Sarah	Artist in Residency	\$ 12,000	\$ 2,730	\$ 9,270	77%	
Program	Ben and Sarah	Library Staffing (Classified FTE)	\$ 7,000	\$ -	\$ 7,000	100%	
Program	Ben and Sarah	Teacher Peer Development	\$ 2,000	\$ -	\$ 2,000	100%	
Program	Todd	Classroom Grants	\$ 4,000	\$ 4,000	\$ -	0%	Classroom grants distributed to teachers in August.
Program	TBD	Anti-Bullying Program	\$ 400	\$ -	\$ 400	100%	
Program	Tim	BizTown Every other Year (4th and 5th Grades) -	\$ 1,620	\$ -	\$ 1,620	100%	
<b>Total</b>			<b>\$ 69,595</b>	<b>\$ 23,771</b>	<b>\$ 45,824</b>	<b>66%</b>	

Additional Programs		Proceeds	Expenses	Remaining			
Program	Tiffany	Scholastic Book Fair	\$ 4,147		\$ 4,147	100%	Cash in the bank from prior year's book fairs.
Program	Renee	School Supplies	\$ 5,835	\$ 4,003	\$ 1,832	31%	Note, proceeds collected in June

*Capital Committee* - The Capital Committee met before the BVPO meeting. The committee will explore options for things to purchase and bring back to the BVPO for review. They are hopeful that they will have additional information to share in January, but, given the holidays, it could be February or March. The committee will involve Juan Cuadros and Site Council.

*Budget* - Todd briefly reviewed the budget. The BVPO allocated \$69,595 to spend this year. To date, \$23,771 has been spent, leaving \$ 45,824 left to spend. There are two separate programs (Book Fair and School Supplies), which have their own budgets. Book Fair has \$4147 and School supplies started with \$5835 (collected in June) and have spent about \$4000, leaving \$1832 for supplies during the year.

**SITE COUNCIL** - Ben Temple and Sarah McKee provided the Update.

*Biz Town* - Site Council is currently looking at dates for Biz Town. It will be 5<sup>th</sup> Grade only this year, not a 4/5 blend because 5<sup>th</sup> grade classes are larger. This will now become an every year program. Maestra Bradley did want 5<sup>th</sup> grade parents to be aware that in preparation for the trip to Portland there is a four week program that has to be fit in. There may be a shift to more homework during those four weeks. Any parent that wants to go to Portland must do 1.5 hour training.

*Artists in Residence* – this session of artists in residence are doing dance instruction. There will be a performance at the end. Look for dates on the website.

*Standardized Testing* - Buena Vista is going to change standardize testing. BV will not longer be doing Easy Cbm for English reading in K-2. BV will still be doing the testing in Spanish. This is because in K-2, the students are not taught in English and the English Easy Cbm do not assist with classroom teaching. At this point, Principal Juan Cuadros provided additional information. These tests are required by district (not state) so we could get waiver. The English tests are not necessary in K-2 because we don't use it in how we are going to teach or assess students, but the results can cause worry for parents. The Spanish test will still be given. The English test will still be given in grades 3-5 because there is more English instruction in those grades and it could inform classroom instruction.

*Books for Library* - Ben Temple raised the issue of the money in the book fair budget (4k). He floated the idea of paying a couple of teachers to devote time to ordering books. Selecting books can be very time consuming. Other suggestions were made including asking teachers to spend 10 minutes and make a list of books they want to see in the library and offering to let the teachers purchases books for their classrooms as well as the library. There was also a suggestion that parents form a committee and make book selections. No final decision was made. A form was handed out that parent volunteers can fill out to receive books for the school that can be sent home with students who may not have books at home. The forms were handed out at the meeting. Contact the office if you are interested.

**PRINCIPAL & STAFF UPDATE** - Principal Juan Cuadros provided the update. He announced he will be getting a pirate costume to wear (because the students raised 25k at jog-a-thon) .

*Safety* - Since the last meeting, several immediate changes were made to address safety concerns. This includes having parents (and all adults) sign in at morning drop off, having staff wear vests at drop off and pick up to make them more visible, having all doors locked, and adjusting staffing to make sure someone is up front. A Safety Committee has formed and met about safety issues. Juan is following up with the risk manager about paying for a live feed camera for the front door. He is also going to be talking to risk manager about the courtyard (there is easy access and there are kids out there at night). He has talked to the facilities people about putting a gate across courtyard for safety. This would have the added benefit of allowing the school to extend the garden program. He is still looking at safety issues and FTEs to be more safety conscious.

*Buddy Bench* - Juan talked about the Buddy Bench that they are purchasing. This is a place where kids can sit down if they are looking for someone to play with and then someone comes and asks them to play. The school is hoping to create friends in different way.

*Website* - Juan indicated he is working with Deb on the school website which is turning out great!! They also have resolved the enews issue.

*4th grade hiring process* - Last week he met with 4th grade parents about the hiring issues and conducted interviews. The interviews consisted of a round robin interview, a teaching demonstration and a Spanish writing sample. There were several solid candidates and the committee (which included a parent) made recommendations, which he accepted. A name has been submitted to human resources and will be announced soon. This person selected is bilingual (a native Spanish speaker) and highly qualified

*Questions* - Parking was raised and the parking policies will be posted on the website. Parents hoped that someone could look into temporary or permanent parking signs.

The issue of pets on campus was raised. There is a district wide policy that there be no pets on campus. This rule will be circulated in the next enews as a reminder.

A question was asked about when kids could start eating with other kids from other classes/grades at lunch. Juan explained that they have to earn it and at this point, the 4-5<sup>th</sup> graders have been doing well and should ask again.

Juan plans to have a separate meeting for parents in the winter to share where the program is and where it is going. He wants to lay out the curriculum and his vision. He also hopes to have some teachers there.

**ENEWS** - Amy announced that the enews is going out as planned.

**WEBSITE** - Deb noted that she is updating the websites. Tim Bruegman brought up the issue of posting an agenda or at least a potential agenda on the website to alert parents to what is happening at the meetings in the hopes of getting additional parents to attend. He will be asking at the end of each meeting for potential topics for the next meeting so that they can get posted.

**MISCELLANEOUS UPDATES** - The BVPO Bulletin board came up. It needs to be updated. For now, it will be used for the food gift cards fundraiser.

Hopefully, the new basketball hoops will be installed by the end of winter break. We may be able to improve the volleyball net as well as buy a few basketballs and volleyballs with the leftover grant money.

Tim Bruegman indicated that for the last three years there has been a 4J parent leaders group. All parent leaders have been invited to get together. Ben, Tim and Todd have all been. For the last couple of years it has been a loose group, but it is gaining more traction. They like to have 2-3 representatives from each school. The next event is on December 1. Tim will be attending and thinks it is important for BVPO to have a presence since there is still some criticism of the immersion programs and a belief that they are elitist. Keri Pape volunteered to attend.

Others who are interested should contact Tim. A question was asked about Spanish speaking parents and whether there was a separate group. There was but that group decided, instead, to attend BVPO meetings. Tim noted he is always looking for more bilingual volunteers including board members and class representatives.

**5TH GRADE CULTURAL IMMERSION TRIP AND FUNDRAISING** - There is a 5<sup>th</sup> grade cultural immersion trip to Costa Rica and they do fundraising for those students who wish to attend. This issue (and more general fundraising issues) were addressed last spring and the Trip committee thought the issue was resolved but requested that it be raised again. Basically, any fundraising for the trip cannot be sponsored by BVPO and must not conflict with BVPO fundraising. But, some of the parents organizing the trip feel like there is an attempt to put a stop to the fundraising efforts. This may require another committee meeting. The parent group present did ask, though, that the issue of whether they can advertise on Class Facebook pages be addressed immediately. They were under the impression that was o.k., but a parent complained. After an extended discussion, it was decided that fundraising information could be posted on the class Facebook pages so long as any advertisements made clear this trip was not for all 5<sup>th</sup> graders.

**Approval of Use of Facebook Class Pages by Cultural Immersion Trip**

A motion was made to allow the Costa Rica trip groups to use the Class Facebook pages to advertise fundraisers so long as the message was clear and there was a second. A voice vote was made and no opposition was noted.

***Resolved:***

The Costa Rica group may use the Class Facebook pages to advertise their fundraisers.