

***Buena Vista Parent Organization Meeting Minutes  
March 7, 2016***

**WELCOME AND INTRODUCTIONS** - Tim Bruegman, Amy Birney, Sydney Koh, Jordan Pape, Ben Gese, Ben Temple, Stacy Chance, April Colgrove, Amy Peterson, Todd Grigsby, Tammy Zepeda, Coleen Hudkins, Lisa Nicholson, Kelly Fenley, Heidi Grigsby, Tiffany Wright, Laurie Burke, Michael Hundt, Sarah McKee, Lisa Kovacevic, Nonie Ganakis, Juan Cuadros, Amy Potter

**SCHOOL AFFAIRS** - School Tours went well. OBOB is complete, one 3<sup>rd</sup> grade team is representing us at regionals. The Spring Break Food Card drive is ongoing and we need about \$1500 to give \$50 gift cards.

**SCHOOL GARDEN UPDATE** – Nonie provided the update on all the green school initiatives. We are one of three groups in the running for the solar panels grant. We are going to partner with U of O sustainable business program and work with them to do solar projects. The \$50,000 would be to get the array. The school needs votes. People can become a green power participant and you can vote on the grant. Last day to vote on March 25. Questions should be directed to Angie Marzano. Nonie indicated that Angie has taken over this project and any assistance is appreciated. The school will also have Food not Waste come in. A complete energy audit has already been done and looked at our usage of water/electricity. There was a question about whether we will get credit for reduced energy savings. Since schools do not pay for energy, no, but we will be green school. Being a green school will increase partnerships and make project based learning available. For example, the School Garden project initially did not have availability, but once they found out about the green school, they became interested.

There will be a questionnaire sent home about the School Garden to gauge interest in helping. The first school garden meeting will be after Spring Break. Currently there are about 15 people signed up. Britany Jesup is helping design and the School of Landscape Design is also going to help. Need people on the ground to help.

**AMITY UPDATE** – Lisa Kovacevic provided the updates. The Amity Interns have transitioned to the Spring families and classrooms. Amity held its first host family meeting for next year. They have 2 families and need 8 more. We have 4 interns – 2 (male and female) from Spain and 2 (male and female) from Columbia. The goal is to have everyone selected by the end of May, but please do not wait until the end of May if you are interested.

Tim noted that this program has really hit its stride with 5 interns. The teachers have learned how to use the interns. We need to keep it going, so please talk this program up.

**FIESTA UPDATE** – There were no co-chairs present. The event is scheduled for April 15, 2016. A question was asked about whether we planned to stick with this date next year. Many parents indicated they do not like the current schedule. Juan and teachers requested that we pay more attention to the curriculum – students were shutting down after Fiesta and so it moved it out.

A parent asked about the Fiesta costumes. Apparently the storage room is a very disorganized. There was a general consensus that it needs to be cleaned up but no plan was proposed at the meeting.

The food option this year will be Chipotle burritos. Chipotle will donate burritos and the current 4<sup>th</sup> Grade class will sell them to raise money for next year. The burritos will be available for pick up after school to eat before the Fiesta. They are also going to sell flower.

**SITE COUNCIL** - Sara indicated Site Council applied for three EF Grants this year –BizTown (2k), OBOB (500) and Artists in Residence (2k). Artists in Residence was received in the Fall. When Sara called about the other two, she found out that EF changed the way they funded and we will not get the grants for OBOB and BizTown this year. BizTown is in BVPO budget, but OBOB is not. The books from this year will not be covered by the grant. The total from last year - \$500 – 5 books for each title.

Ben announced that the Generosity Feed food packing event will be May 14 at 10am We will leave with 4000 food packs that can be distributed each weekend. There are a group of people who want to do this, but don't want it to impact the budget. Food has typically been fundraised outside of the BVPO budget. We will be looking for \$3,000 in corporate sponsorship. Ben Temple will have information about corporate sponsorship. We will need volunteers for food packing at the Bertha Holt gym. If we come up short, there are donors underwriting us.

**PRINCIPAL AND STAFF UPDATE** – Juan presented on enrollment and staffing allocation. Enrollment for 2015-2016 is 428 and the projected enrollment for 2016-2017 is 452. We have 16.0 FTEs now and are projected for 16.70 for next year. The projected number for kindergarten is 76. We will have three 1<sup>st</sup> – 4<sup>th</sup> grades and 4<sup>th</sup> and 2 - 5<sup>th</sup> grades. We will get .2 counselor next year which is a good thing for us, but this funding cannot be used for anything else. In terms of classified time, there are kindergarten staff who work only in kindergarten classrooms. Other staff we will have a total of 40.62 hours of staff time. This year

we had 38.105. Difference of 2.497. Classified time – 40.62 – 8 is for the office and the rest is for classified time (the EAs).

Juan is working with these numbers. Last year, we were under allocated .5 at this point. Juan created a program and then later in the Spring, after he turned in program, he got an additional FTE.

The question was asked – if this staffing plan remains, what are we going to do with a .7 teacher? He is proposing the allocation as follows: K - 3 FTE (rough class of 25,25, 26); 1<sup>st</sup> – 3 FTE (23, 24, 24); 2<sup>nd</sup> – 3 FTE (27,27, 28); 3<sup>rd</sup> – 3 FTE (26,26,26); 4<sup>th</sup> – 3 FTE – 29,29,30; 5<sup>th</sup> – 1.7 FTE with 8:20-1pm- 2 class of 27 and 28 at 1pm-2:30 M, T, Th, F – one class of 55. On Weds – 55 – go from 1-1:30. This is what Juan will propose on March 14 to District. He is hoping the additional .3 FTE will eventually be provided.

There was a question: why not just cut a kinder and not do a class of 55. Juan responded that we need kindergarten as flagship. Also, we don't want to put the pressure in K-2. As a staff, looked at this and decided for K-4, we do not want to blend classes. The kindergarten class is tentative. You also have to take into consideration, the we will take 10-15 additional first graders next year. Our 1<sup>st</sup> grade will grow to 27, 28, 29. A parent asked if they will recalculate the FTE after we get enrollment numbers. Juan hopes that this is what will happen. There were questions about how the 55 person class would work. Juan is not sure but he will provide more information as necessary.

One of the 5<sup>th</sup> grade teachers will have to be the .7 under the current allocation and there was a question about whether that teacher will stay. That is unknown. Juan has started looking for a 4<sup>th</sup> grade teacher – hire is looking good.

One parent expressed concern that this numbers game happens every year and it always seems to impact the 5<sup>th</sup> grade. If the School Board is committed to building this program, they need to fund it. This impacts staff and morale. We need stability.

A question was asked about how Juan determines how many students he is going to take for kindergarten. He has a number. He has learned to manage enrollment at the building to not “blow it up.” There are nuances in the lottery. The lottery is capped by enrollment not capped by grade. If the first 20 kids are first graders, then he has to take them. He has to take the next person on the list.

Juan will provide updates when he has more information.

**TREASURER REPORT** – Todd and April provided handout. April discussed fundraising and cash flow. The Papa's coupons made close to \$9000 and the coin drive is ending today. We have made \$39,050 this year and have \$19,000 from last

year's Subasta. We are short about 10,000-15,000 of our goal of \$70,000. Nothing major is coming up. There are a couple of small fundraisers that could be rolled out or we could do a direct drive. Fiesta raised about \$3000 last year and we will get that again, but we will still be \$7000-\$12000 under budget.

Todd talked about the budget. We do zero-year budgeting – we spend what we take in. We need to scrutinize where we are spending our money. Over time – our saving and checking accounts have grown for a variety of reasons from year to year. For example, we raised more than our goal, 4J did not bill us for something or we got funding. But, we cannot count on this happening. We need to look at each program to prepare the plan. Approximately \$20,000 is needed for cash flow purposes and we need a rainy day fund of about \$15,000. There has been a lot of feedback from parents that we are pushing the fundraising threshold. There are hard decisions coming in April and May about what we are going to fund.

The Capital Committee has met 3 times to discuss spending the surplus money that has grown in the accounts over time. They are looking at library remodel, signage at pickup and drop off, a digital reader board, ipads, COWS, locking doors, cameras on the front doors and other ideas. They have been researching, vetting and are going to come back to group. To be responsible to this group, they need to do the research and hard numbers.

***Special Requests*** – There were two separate funding requests:

*Fiesta costumes, props and prep-* The request was made because there was a concern that teachers are spending their money on Fiesta Costumes and props. While there has been some rumors that teachers are spending their money, no teacher had made a specific request to BVPO. One parent gave example of a teacher paying a couple of hundred dollars for costume items. But, the other concern was that there are so many costumes and other items that have been purchased in the past, it is unclear why anything needs to be purchased in bulk. It was raised that some parents cannot provide the costumes and so teachers may feel that it is easier to purchase. The costume costs have been budgeted for in the past, but it is not a line item every year and was not this year. The requestors indicated that they understood there was extra money and wanted to ask. It was explained that the Capital Committee is looking at larger projects with a longer term impact for those funds.

The request resulted in some discussion of Fiesta. We are paying approximately \$415 per student to have Fiesta. It has become a very big deal and a huge production which is driving fundraising efforts. Before we expend additional dollars, some thought we should invest some time figuring out what we have.

Juan also mentioned that as a staff, they have been looking at Fiesta. As enrollment increases, we need to evaluate what it is costing both in terms of money and in terms of instructional time. Last year Fiesta was just under 1.5 hours and it was very standardized. Two more classes will be dancing this year. As enrollment increases, we will not be able to do it in 1.5 hours. So we will need to see what the program will look like in the future. Do we split the program by grades, return to Sheldon etc.?

*2<sup>nd</sup> Grade Woodburn trip* – There was a request for \$1000 to fund the second grade trip to Woodburn. Last year there was a request for a \$25 donation for parents, but this year because there are 3 classes, there needs to be a second bus and there is an increase in food cost. If BVPO funds \$1000, it will decrease the need to ask parents. There are scholarships for those that cannot afford it.

One parent present questioned whether we should look at Springfield or some other location because the last Woodburn trip was not great. Another parent indicated that Woodburn is generally great but last year, because many of the stores had closed, it was abbreviated. There was a general consensus that the trip should be funded this year but a report on the trip should be provided to the BVPO so that it could be fully evaluated.

**Motion for \$1000 for Woodburn Trip** – A motion was made to approve spending \$1000 for the Woodburn Trip. The motion included a requirement that a trip report be provided. There was a second. A vote was taken. One member present opposed the motion and one member abstained. A majority of those present approved the expenditures.

**Resolved:** \$1000 was approved for the Woodburn Trip with the condition that a report on the success of the trip be provided to the BVPO.

**SCHOOL SPIRIT COMMITTEE-** There was an announcement of school spirit week and the School Spirit Dance on Friday

**5<sup>TH</sup> GRADE CULTURAL IMMERSION TRIP** – The issue of the 5<sup>th</sup> grade cultural immersion trip was raised, specifically the need to further revise the language regarding fundraising and scholarships. Tim was attempting to do this himself but as he wrestled with it some additional options were raised. One idea was whether the 5<sup>th</sup> grade cultural immersion trip could form its own 501(c)(3) so that it was not under the BVPO umbrella. This would allow the group more autonomy and BVPO could still support it but the liability issues would not be present. The other idea would be to create a trip coordinator position that is not a 5<sup>th</sup> grade parent who could really grow the program. What has clearly been demonstrated, though, is that there are still issues and the bylaws are not clear which makes it more difficult. The result of the work last spring has been difficult

to implement because the end results were not fully documented. A question was raised about what forming a separate group would really solve. The issue of liability and the BVPO position of being seen as underwriting a trip for a small group of students would be resolved. Some present expressed concern that more things were being taken away from the trip. It was explained that it was to give them more autonomy. It was recognized that the process seemed painful and daunting but so does revisiting these same issues. Unfortunately, it is like we are in the exact same place we were last year. Much has been done but even if we have solved 90% of the issues, there is still 10% that needs to be addressed. Many people are pro-trip but changes are necessary. The liability remains a significant issue—the board/officers are at risk given the current structure. At least one board member, the treasurer, expressed concern that if the liability issues were not addressed, he could not remain. There was also some feelings expressed that the BVPO should be more focused on programs that benefit a larger group of students. A suggestion was made to focus on the bylaws for purposes of making changes.

**COMMUNICATIONS** - There is a need for a new e-news coordinator and a new website coordinator. One person could do both.

**Motion to Approve February Minutes** – A motion was made to approve the February minutes. There was a second. A vote was taken and no opposition was noted. Four members present abstained. A majority of those present still approved.

**Resolved:** The February Minutes were approved.