

**Bancroft Elementary PFC Minutes – FINAL**

**February 12, 2019** <Minutes are organized by Agenda schedule; not necessarily in order of actual presentation>

The meeting was called to order by PFC President Sandra Heinen at 7:05 p.m.

**Executive Board Members in Attendance**

Linda Schuler – Principal, Sandra Heinen - PFC President, Kristin Cadigan – Vice President, Sarah Rhodes – VP Communications, Jennifer Enson- Treasurer, Karla Galvez – Secretary, Tatiana Díaz – Historian/Parliamentarian

**Others Present**

Deanne Giffin, Tatyana Espinoza, Dory Barnard, Dave Barnard, Susan Gilmer, Tatyana Leskowicz, Mary Anne Parker, Melissa Sanders, Traci McPhee

**Welcome.** Sandra Heinen welcomed everyone.

**Approval of Minutes.** The draft January minutes were reviewed. Ms. Rhodes suggested a correction, following which the January minutes were unanimously approved as amended with Ms. Rhodes’s correction.

**Treasurer’s Report**

- Ms. Enson provided handouts of the budget and reviewed the financial status as of 1/31/19: cash balance is \$225K, net cash available is \$182K, cash reserve is \$51K and available free cash is \$61K (see attached budget for full details).
- The largest expense was funded positions for instructional assistants and a crossing guard.
- The budget will be revised to remove the crossing guard from line 83 since it is already a separate item in line 113.

**Principal’s Report.** Mrs. Schuler reported on a variety of items described below.

- The school received an additional \$1K from Carnival Cruise Lines for the flyover photograph.
- Mrs. Giffin provided an outdoor education presentation to all current 4<sup>th</sup> graders and parents received a letter explaining the costs thereof and requesting an initial contribution of \$150 per student.
- Math Night was a success.
- Gravel for the garden is arriving on Friday. The tree bordering the kindergarten fence is going to be cut down this weekend and the crew will cut it into stumps to create seating. Matt Gould is helping oversee this work.
- Kindergarten registration commenced last week. This year parents were able to make appointments which greatly improved the registration process.
- A proposal for a TWDI K-8 academy at Holbrook is being considered by the district.
- Funding for Instructional Assistants and a Site Technician for the 2019-2020 school year was discussed. The estimated costs for these positions were presented: \$28,969 for the Site Tech II and \$78,477 for 6 Instructional Assistants for a total of \$107,466.
  - Ms. Heinen made a motion to approve the funding of these positions as presented which was seconded and then approved unanimously (14 yes votes, 0 opposed or abstained).

**Faculty Report (Mrs. Giffin’s Science Presentation).** Mrs. Giffin gave a science presentation, including providing an overview of the school’s STEAM program and a demonstration of some of the learning activities implemented in the STEAM lab.

**Unfinished Business**

- **Bylaws**
  - **Bancroft PFC Constitution and By-Laws.** Revisions to the By-Laws were reviewed, following which Ms. Heinen made a motion to approve the amended By-Laws as presented which was seconded and then approved unanimously (14 yes votes, 0 opposed or abstained).
- **Nominations Committee**
  - The next meeting was tentatively set for March 1 at 8:30 pm. at Panera.

**Committee Reports**

- **Fundraising**
  - **Mathletics.** Ms. Enson reported that Mathletics was a success with a healthy amount of pledge envelopes being turned in.
  - **Auction.**  
**PEAK Match/Update.** The group discussed PEAK’s offer to match STEAM program contributions made at the upcoming auction.

- **Strategic Funds**
  - Mr. Barnard led a discussion regarding the proposal the committee discussed at its January 26 meeting to purchase classroom books for all the classes. The books are to be purchased with input from librarian Ms. Gomes and teacher surveys. The amounts presented to the PFC for approval were as follows: \$800 for each of the 5 new teacher classrooms (totaling \$4,000) and \$500 for each of the 22 remaining classrooms (totaling \$11,000), for a grand total of \$15,000.
    - Mr. Barnard made a motion to approve the proposal as presented which was seconded and then approved unanimously (14 yes votes, 0 opposed or abstained).
  - The next meeting of the Strategic Funds Committee was tentatively set for February 28.
- **Parent Advisory Committee (PAC) Update**
  - No update
- **Events**
  - Family Math Night recap. The group discussed having food trucks at this event and for every other evening event going forward.
  - Family Multicultural Culture Night will take place February 22 from 5 to 7 pm. There will be a variety of performances, including a Taiko drumming performance and a capoeira performance. Food will be provided by event volunteers.

**Announcements**. Ms. Heinen made the following announcements:

- Dine to Donate:
  - Mooyah February 13 from 12-9 pm
  - Panera February 27 from 4-8

**Next Meeting** – March 12, 2019

**Adjournment** – 9:16 p.m.