

Bancroft Elementary PFC Minutes – FINAL

March 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 7:03 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

Suzanne Leibowitz, Dave Barnard, Emily Andrews, Deanne Giffin, Stefanie Lee, Alisa Kutsel, Melissa Sanders, Aimee Gordon

Welcome. Sandra Heinen welcomed everyone.

Approval of Minutes. The draft February minutes were reviewed, following which they were unanimously approved.

Treasurer's Report

- Ms. Enson provided handouts of the budget and reviewed the financial status as of 2/28/19: cash balance is \$204K, net cash available is \$163K, cash reserve is \$51K and available free cash is \$53K (see attached budget for full details).

Committee Reports

- **Mathletics Update.** Ms. Enson reported that this event was successful but we did not receive as much funding as we initially projected.
- **Auction Update.** Ms. Leibowitz reported on the status of auction sales.
- **Strategic Funds Update.**
 - Mrs. Schuler and Mr. Barnard led a discussion regarding the need to allocate additional funds to cover the costs of shipping and taxes for the classroom books PFC funded.
 - Mr. Barnard made a motion to approve an additional \$2,500 to fund the costs of shipping and taxes for the classroom books, which was seconded and then approved (11 yes votes, 0 opposed and 3 abstained).
 - Ms. Heinen reported that Ms. Gordon is ordering benches and the outdoor bulletin board will be installed tomorrow.
- **Nomination Committee.** Ms. Heinen needs assistance identifying individuals to serve on the PFC for next year. There are many unfilled positions for next year.
- **Budget Meeting.** The budget meeting will take place on March 26 from 8 to 10 am. The budget will be discussed and a vote on the budget will then occur at the PFC meeting in May.

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

- A survey will be emailed to parents to be used for the school safety plan.
- Traffic signs for carpool drop off will be installed soon.
- Student report cards will be sent home on March 15.
- Teachers had professional development of their choice on Monday.
- The District is preparing to deliver layoff notices to certain teachers and staff district-wide in accordance with the resolution approved by the Board on February 25.
- Tentative teaching assignments will be made by April 12.
- Space issues at Bancroft are being reviewed by the District. Portable classrooms T1 (currently used for music) and T2 (currently used to provide Resource, ELD and Speech Therapy services) will become upper grade classrooms. Resource and ELD will be held in A-3. Speech services will be provided in the main office conference room. The psychologist and counselor will see students in the small room off the cafeteria currently being used for storage. Mrs. Schuler requested that Strategic Funds consider funding a storage shed to facilitate these changes. Music will be on the stage in the MUR and Art Appreciation would rotate in the STEAM room. An additional portable has been requested but it may or may not be approved.
- The school will need about \$15-20K to equip the T1 and T2 classrooms with lockers and technology (including Chromebooks and TV monitors). The Site Council budget will not be sufficient to fund this and the District will not fund technology.
- The District has been in belt tightening mode for the past 24 months. Every department has been asked to tighten and/or suspend spending.

- A Chromebook update was provided. Software support for most of the current inventory of Chromebooks will end on June 2020 which is when the last update will occur.

Faculty Report. Ms. Andrews and Ms. Giffin reported on what the grade levels are currently working on (Ms. Parker was absent).

- Ms. Giffin reported that all students are doing assessment and teachers working on report cards. Everyone is really excited about the new classroom books funded by the PFC.
- Ms. Andrews reported that students have had great garden nutrition classes.
- Fieldtrips to Heather Farms Park and the Shadelands Museum will occur later this year.

Announcements. Ms. Heinen made the following announcements:

- Dine to Donate: March 13 at Round Table Pizza in the Oak Grove Plaza Center.
- Auction: tickets are still available for sale

Next Meeting – April 16, 2019

Adjournment – 8:53 p.m.