

## Gravenstein Union School District

### MPF Meeting Agenda June 25, 2018

#### **Mission and Vision Statement:**

*MPF is the non-profit foundation dedicated to supporting and enhancing the ENRICH! Program. MPF does this by providing volunteers, direction and funding for these programs in cooperation with the GUSD school board, administration, teachers and staff.*

#### **Members Present:**

1. **Beth Craven** - President
2. **Jill McLewis** - Vice President
3. **Tim Allen** -Treasurer
4. **Megan Kaun** - Secretary
5. **Rick Brody**
6. **Bill Nolan**
7. **Mike Bollinger**
8. **John Urbanski**

#### **Faculty:**

Amy Otterson (GUTA co-president)  
Beth Trivunovic (GUTA co-president)

#### **Guests:**

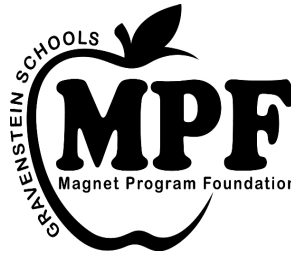
Jerry McNeil  
Erin Helmer (GSF-MFP liaison)  
Cara Miles

#### **Not Present**

Beth Laurence

#### **Proceedings:**

Meeting called to order: 1820h by Beth Craven  
Location: Bear Republic Brewery, Rohnert Park CA



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#### A. Public Comment

None

#### B. President's/Vice President's Governance Committee Reports (Beth C, Rick, Jill)

##### 1. Report on GUSD meetings June 13 and 20th

GUSD presented more changes to the traditional program that impact the MOU approved by MPF on 6/5/18.

Listed as a change to the bell schedule: 1st-5th grade students in traditional classes extended 10 minutes. Traditional students will now get (1) 50 min class/week 3-4 times/month (Mr. Science/Coach Paige/Nancy R/etc.)

At the GUSD Board meeting there was no discussion on how funds spent on these classes would impact what the Enrich program pays.

Needs to be a way to make sure District is paying for all students equally. The extra 10 minutes and extra enrichment classes for the traditional students needs to be considered

6th grade traditional program only has 23 students.

District shuts down month of July

Messaging: what does the District see as the future for the Enrich program?

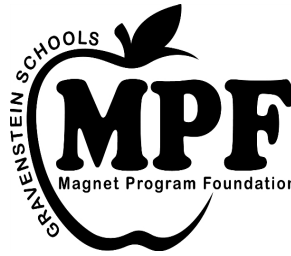
##### 2. Report on 2018-19 MOU negotiation

Suggestion that we receive monthly accounting to make sure funds are being used properly.

The MPF block grant only covers "Enrich only" field trips.

District is asking traditional families for contributions in 2018/19, equal to what Enrich families are being asked to contribute.

Changes to updated MOU presented by Beth Craven at MPF meeting



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- Remove first paragraph after Section II (stipend language). Stipend language will be left in Section I.
- Under Section II, change wording (in bold) of the bullet point that starts...“The District shall supply a quarterly..” with: **“The District shall supply quarterly field trip accounting report with appropriate 3rd party documentation for all Enrich field trips within 30 days of the end of the quarter.”**
- In 2018/19 6th grade traditional will go to Marin Headlands (schedule for next year). Check on this and modify agreement, if necessary.
- Under District Reporting: Add something to the effect of (Rick B will work on exact wording): District shall pay for work done by all contractors. District will provide MPF with the monthly accounting and present us with a bill for monthly instruction in excess of that provided to the traditional program.

Vote to conditionally approve on MOU as presented by Beth Craven and modified as described above. Agreement will be changed and re-sent to the Board and approved over email to present at GUSD meeting on July 10.

- Motion -Mike B
- 2<sup>nd</sup> -John U
- Open Vote - 8-0

#### C. Treasurer's Report/Finance Committee – Tim Allen

##### 1. June 2018 financial statements and pledges

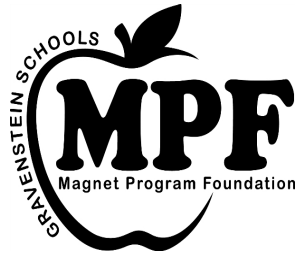
Nothing new to report. Tim will send out updated numbers on pledges over email.

##### 2. Selection of new bookkeeper.

\$65/hour, in Sebastopol, Elephant Ear.

- Motion -Bill Nolan
- 2<sup>nd</sup> -Tim Allen
- Open Vote - 8-0

##### 3. Status of account transfer



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Have not made transfer yet to keep Linda on the account in the short term. New accountant won't need to be on the account. PO Box change is Tim's job.

#### D. Secretary's Business – Megan Kaun

##### 1. Approval of June 5, 2018 minutes

- Motion -Tim A
- 2<sup>nd</sup> -Mike B
- Open Vote - 7-0
- 1 abstention (John U)

##### 2. Next meeting date/time

Next meeting will be July 31st 6pm at Hopmonk.

#### E. Community Building/Fundraising Update

##### 1. MPF-GSF liaison - Erin Hilmer

GSF had planning meeting last Friday. Does MPF want a table/booth at the kindergarten kick-off. August 1 and 2. MPF is interested in participating but trying to figure out how to staff it.

Meet the teacher for grades 3,4,5. August 13th and 14th.

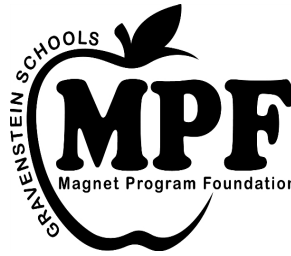
Sept 21 back to school movie night

Cara Miles will help with original artwork for MPF.

Canceling the Halloween carnival

November 5-9 book fair (multi-purpose room)

Pancake Breakfast and bingo night happening as usual



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GSF thinking of a March 1 adult only fundraiser off-site, and a BBQ drive-through dinner at Hillcrest.

MPF Board asked GSF to coordinate with MPF on dates so it doesn't compete with the MPF Lagunitas fundraiser. Lagunitas will likely give MPF a date closer to the 2018 event date, which was on April 23.

Teacher appreciation week: 4/29-5/3

Last day of school May 31st.

GSF goal for the year is increased communication and community building for the 2018/19 school year.

#### 2. Back to school BBQ update

Beth C sent Beth Laurence a request to handle the mailings, save the date, and invitation and to coordinate with Megan K and Mike B.

Received conditional letter of approval for BBQ and Jill has all insurance information. The City is charging \$300 for the event but said if we want it cut in 1/2 we can write a letter asking them to reduce the fees. Tim will write the letter and send to Jill.

#### F. Communications Committee – Beth Craven

1. Letter to families regarding changes to in schools program

Beth C will send out a letter to families.

2. New Coordinator needed ASAP

Beth needs someone who knows Constant Contact and write a newsletter to take over communications.

#### Meeting Adjourn

- Motion to adjourn at 9:11pm
- Motion - Mike B
- 2<sup>nd</sup> - Tim
- Open Vote - 8-0