



Gravenstein Union School District

MPF Meeting Agenda March 26, 2019

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. Megan Kaun | Secretary |
| 2. Bill Nolan | |
| 3. Beth Craven | |
| 4. Mike Bollinger | President |

Members Not present:

None

Faculty:

- William Deeths
- Keri Pugno

Guests:

- Erin Hillmer
- Sarah Tendall
- Amy Gloeckner
- Lacey Whaley
- Jeri McNeill

Meeting called to order at 6:02 pm

A. Public Comment on non agenda matters

None

B. Board member vacancy: nominate & vote to elect new members

Article 3, Section 15 of bylaws: Vacancies on the board of directors shall exist whenever the number of directors authorized by these Bylaws exceeds the number of directors.

Megan Kaun makes a motion to appoint Erin Hillmer, Sarah Tendall, Lacey Whaley, and Amy Gloeckner to the MPF Board.

Unanimously approved

Megan moves to Elect Lacey Whaley to treasurer

Megan moves to elect Amy vice president

Lacey seconds

Unanimous

C. President's/Vice President's/Governance Committee Reports

1. New bylaws/articles subcommittee report: discuss & vote

Committee recommends that the board move to:

- Move that our board has the intent to use the name Gravenstein Parent Association (GPA) in future messaging and media

Bill makes a motion that we move forward with the intention of adopting the name Gravenstein Parent Association GPA

Amy seconds

- File a DBA within Sonoma County as Gravenstein Parent Association
 - On approval from lawyer
- Hire lawyer to look over changes to bylaws to make sure they conform with State law (Bill Nolan)
 - Advise on DBA vs traditional name change, how to word in bylaws
 - Read through bylaws to ensure compliance with the law
 - Advise on minimum amount of a annual reporting

Mike moves,

Beth seconds

Question:

Erin H asks: Coordinate with GSF to help them with their closeout?

Unanimous

Share the advice from our lawyer with GSF

Megan motions

Amy seconds

Changes to the bylaws recommended include:

- Including the new DBA name "Gravenstein Parent Association"
- Remove all mention of correspondence by fax and telegram. Specify that most correspondence may be done over email
- Specify that all members present at annual meeting may vote in election
- Allow board meetings to be held at either GUSD campus
- Allow the newly elected board determine meeting time and date
- Grant membership to all parents and legal guardians of students currently enrolled in the GUSD
- Update annual reporting requirements, if needed (TBD)

The bylaws will need to be approved at the April member meeting.

D. Treasurer's Report/Finance Committee –

1. Financial statements
2. Update on pledge levels and overall financial status

Geni provided a report for February that was presented to the group
Beth suggested that we should provide a comparison month to month year to date for that month of income. Talk to Jill about this.

Lacey - has a monthly spreadsheet that she can retool for this purpose as well

Beth - Often a lag from the District in billing, also good to include those numbers in the financials as well.

E. Secretary's Business

1. Approval of January 22nd minutes

Mike B moves to approve

Bill N second

Mike, Megan, and Bill vote aye, rest abstain

2. Approval of March 5th minutes

Update minutes to note that Bill Nolan was present at the meeting

Mike B moves to approve

Bill N second

Mike, Beth, and Bill vote aye, rest abstain

3. Next meeting time/date: April 23rd, 6pm
4. Annual member meeting & elections

E. Communications Committee

Beth Craven - Sent Mike and Megan a toolkit with information on everything regarding the communications; passwords, etc.

Sill needs two send two versions of the pledge packet. Last year's pledge amounts were by grade. In the future it was in groups of three.

Dan Arendt is no longer available to do the newsletter. Beth collected stories from parents and acted as editor to put newsletter together.

Stephanie Williams can probably still keep up with Facebook

Claudine maintains website, she posts minutes, etc.

Erin is working on a new logo

Monday message should be sent to Will, Keri, and Jennifer K for now, by Friday

Beth says start checking the email addresses.

Bill Nolan - Messaging, send a message about future of the program, families need to pay next year, District will pay for field trips, etc.

Megan Kaun - Suggest to wait until Keri's presentation at the April GUSD meeting before messaging details to the community.

Beth - She suggests that the Board should be careful about overcommitting regarding paying for contractors. For example, she suggests that MPF/GPA should only pay for field trips.

Keri - Suggests that it's cleaner to have the Foundation raise funds funds for enrichments. Field trips maybe could be handled by the District.

F. Fundraising

1. See's Candy Fundraiser update

Beth - Jill was dealing with Claudine and Tracy. Remember online orders, last minute push from teachers. We need to have a minimum amount for online orders. Still time for paper orders through April 1st.

2. Lagunita's Fundraiser update

From Cara:

- Need to find (or purchase new) wrist bands (Megan K)
- Approval to purchase plates, napkins, utensils, nonalcoholic drinks, ice (~\$300)
 - Beth Move to allow Cara buy supplies Megan secnds, unamanous
- Check for \$2,800 to pay Chunky's Taqueria
- Need more volunteers at the event, she has had very little response to her request
 - Send sign up to more people, Erin, Sarah, and Lacey didn't get it. Work on sending the invitation and volunteer sign up. Put it on Facebook.
- Needs a way to charge people's credit cards (Erin working on Square account)

Paypal or Square account. PayPal is at office depot and \$15. The square one is \$35. Beth . Amy moves to purchase the Palpal purchase the thing is Beth doesn't have it in her closet. Beth Seconds. Unamamous. .

She has sold a total of 184 tickets for \$3,840. There are 91 tickets left to sell.

Cara's questions: TA Week - Anything that MPF/GPA needs to be a part of?

Amy was part of but thinks Lori is doing it.

Lori said that Cara had staff stuff set up already. Lori was coordinating classroom stuff.

Keri suggests to downsize the effort this year so that parents aren't overloaded.

Will says teachers love food, keep it simple.

Keep it to group things, not individual classroom presents.

Jeri - Don't want teachers left behind.

Jeri is happy to coordinate this effort if others are overloaded. She is also willing to be on a community building subcommittee.

Teachers have asked specifically for no flowers.

Keri and Will - Something equitable in the staff break room rather than special gifts for every teachers.

Community building subcommittee should be added to our group.

D. Principal's report

A. Update on 2019/20 school year

Keri - At the last board meeting talked about which field trips were Enrich specific. 5th Barcluva, 7th Ashland, (Miss Brown) Clem Miller instead of PEEC. Other day trips are Enrich only, for example, 1st Grade Magic Treehouse, 7th Grade Derosa Art Preserve, 8th Grade Disney Museum.

G. Director's Report

Will - Board selected Interim Superintendent Eric Hoppes, retired superintendent. Principle of Willson School District Petaluma, VP Petaluma High School, teachers and coach Petaluma High School. Runs "Nothing But Net".

Beth, what capacity will he serve the school?

Part time, interim, and temporary through the end of June with selected tasks and duties. This is the proposal Keri and Will presented to the Board and it was approved. Already he's been a wonderful resources.

Full time posting April 1st, closing April 26th for superintendent role.

7:41

Move to adjourn Megan K
Second Amy G
Approved Unanimously

H. Adjourn