



BAY LAUREL PFA

PARENT FACULTY ASSOCIATION

Bay Laurel PFA Board Meeting Minutes September 11, 2018

Meeting called to order at 8:43AM

President's Updates

- Review August meeting minutes: Beth Jagtiani made a motion to approve the minutes, Bridget Katz seconds the motion.
- 2018-2019 calendar is on google drive – send all updates to Dalia
- 2018 movie night is on the calendar – Friday, 9/14, food pre order forms due today
- Back to school fundraiser @ The Stand this Sunday, 8-10AM (Sept 16) tickets are available online until Sept 12, cannot purchase any tickets at the door.
- Box tops competition will run October 1-12. Top contributors have a chance to win a free kids meal from Islands, class that makes the biggest contribution will get a popsicle party.

Principal's Updates

- Thank you to all the parents for a successful first week of school.
- First assembly: counselors discussed rules for the playground.
- Art curriculum has been purchased, teachers are waiting for their logins. Supplies will have to be purchased once teachers have chosen their projects and have inventoried what art supplies they already have.
- Music classes have started. Students seem to enjoy the teacher and instruments.

Treasurer's Updates

End-of-Year Financials: the book keeper is still working on it, should go out soon. Year-end update will be emailed to all members of the board. Still receiving bills from the last school year.

- Treasurer's Training Meeting: September 25th at 8:15AM in the MPR. Anyone who handles money should be at the meeting. Should have received the Evite, let Jess/Bridget know if you did not.
- Check request or check reimbursement forms: hard copies are in the office in the front of the Treasurers folder, or on the PFA website under "Treasurer Info" or you can email Jess/Bridget at dolphintreasurer@gmail.com. Check request deadlines will be every other Monday starting Sept 17th. If it is a

vendor, the check will be mailed directly to the vendor; for parents, checks will be left in the office. Treasurers will send an email with check request deadlines.

Executive Vice President

- Calendar is on google drive, review all events and make sure everything is updated on the drive
- Dante enrichment starts this week; Boys & Girls Club enrichment starts next week.
- Marquee has not been working; we are missing the birthdays, trying to come up with a solution. Colby will email families who have birthdays coming up.
- Waiting for new marquee, which is going to be larger, full color, and has motion.
- Heather: proposed different placement for new marquee. Dawn/Amelia: If we move it from the existing location, needs to be approved for location by the district and HOA.

Administrative Vice President

- AFD is currently at 58%, we usually get to 85%, right now we have \$200,000 we need to get to \$260,000. We have two weeks left.

Secretary

- No updates

Volunteer Coordinators

- Thank you for everyone's help. If you want anything included in the Sunday room parent blast, deadline is the Wednesday prior to the date desired.

Fundraising Social

- Party book chairs are trying to get hosts: Samantha Barnett, Sandhya Kawatra are Party Book chairs. Deadline for host forms (events taking place October-December) is September 28th. We have 10 parties confirmed so far.

Fundraising

- Community discount cards still available. There is now a link to purchase online on PFA website.
- Family Fun Day: Still working on confirming the date; likely early May.
- Step It Up is in October. Jen Jacoby is chairing it.
- Committee working on Gala, looking at end of Feb or early March.

School Spirit

- Movie day this Friday, can pre-purchase food; food also available for purchase on-site. Movie is "The Greatest Showman", event is 6:30-9:30PM.
- 5th Grade will sell sweets at movie night. Everything is \$5 or less.
- Spirit wear: new spirit wear items are sold out.

5th Grade Student Services

- October 26th is bagel in a bag

Communications

- Cannot have banners on fences. Hopefully new Marquee will be received and installed by mid-November.
- Last year at this time, we raised about \$12,000 in sponsorships; this year, we are currently at \$8,000 from sponsors.
- Discussion about possibly putting sponsor names on an event T Shirt for students to wear (ie. Step it Up?)

Special Programs

- Assemblies: Beth stated that 1st and 4th will not have a grade-level assembly unless they get additional funds. Securing Wildlife International, BMX, and Earth Dome.

Bridget gave background about funding for assemblies, which was discussed during Budget Meeting in May: Special Programs team had suggested the assembly budget could be decreased so money could be moved from assemblies to Art and Music. Special Programs also proposed that free assemblies could be booked. Treasurers would email Special Programs regarding assemblies.

- Music: Alexis stated that music specialist comes in at \$44,000, which is under the budgeted amount of \$56,000. Mr. Garcia does not have a wish list yet, waiting to see what he may need in terms of instruments and what they will cost.
- Art: Alexis wants to move extra Music money to Art in order to purchase more supplies. Bridget said we need to see what music curriculum and instruments will cost first, then Board can discuss if/where any additional funds should be moved. Also, we can't purchase art supplies until teachers know which projects they will do.
- Garden: We will have an official community garden day - October 21. Already ordered items for the garden (planter boxes, etc.). Student Green Team meets once a week on Fridays, and is comprised of 3rd/4th/5th grade students. They will be responsible for teaching other kids how to recycle and what to throw away.

Traffic and Campus Safety

- Kids know what to do in an emergency, they have been practicing in school.
- Walk to School Day: Wednesday, 10/10. We are waiting to hear back from the City of Calabasas re: giveaways.

Next meeting will be October 9th at 8:30AM.

Meeting concluded 9:58 AM