

Clayton Valley Charter High School
PFC General Meeting Minutes
Tuesday, September 18, 2018 day, at 7:00 PM
CVCHS Library

Call to Order/President's Welcome/Introduction: Cal to order at 7:00 PM

Executive Board Present:

President- Jen Raman

Executive Vice President- Dawn Schadek

VP Fundraising- Kim Madrigal

Secretary-Veronica Miller

Treasurer- Masanna Loui

Parliamentarian: Marta Vanegas

Introductions: list of all attendees will be included.

Principal's Report: Jeff Anderson

- Eventful week, three students in Pittsburg apprehended in connection with potential threats. Lessons learned from Monday need to robo-call in addition to email
- Homecoming next week
- Las Vegas school shooting- people are edge
- Pinehollow Elementary school principal came to CVCHS to speak to Jeff and Sarah, need to get messaging to parents in the appropriate geography of CVCHS, meet with parents and kids to discuss the opportunity. Sarah recommended utilizing the parent network to inform other parents with updates. Advertise 8th grade information night. November 7th (8th grade parent night). Pinehollow PFC meeting Wednesday night (look it up) and possible have a few CVCHS parents/Board members (look up PTA information on their website and provide details. Progress reports teachers are updating grades on Power school or Schoology, quarter report cards given to kids and semester report cards are mailed to parents.

Faculty Representative Report

Sarah Lovick

- Challenge Day was great.
- Today first day of Link Crew (training) most leaders have three leaders.
- Excited for next week.
- Back to school night snacks were good.
- Email Sydney on update of parents who want to volunteer. Jen to email Sydney.
Homecoming run by ASB-

Approval of Minutes from August 21, 2018

Marta recommend that attendees be clear with their motions and voting so that Secretary can better document.

Marta Vanegas, motioned to approve last month's minutes with two corrections, (spelling) Dawn Schadek seconds the motion, all in favor yes, any abstentions-? No

Treasurer's Report

Masanna Loui:

- a. Donations from Registration- we need report/data from the school on monies collected during registration. Monies spent
- b. Marta recommended that the Board develops a structure for events that need monies prior to the event. Examples: Challenge day, link crew and summer transition- need amounts listed separate to properly document PFC monies.
- c. Checking account- balance-\$2,631.60 (as of 8/15/18)
- d. Savings account- balance- \$26,370.89 (as of 8/15/18)
- e. Income and Expense form included with cash flow and outflow.
- f. Dawn Schadek: motion to approve report and Jeff Anderson second the motion, all in favor yes and no abstentions.

Hospitality-Lisa Butterfield: not in attendance

Dawn Schadek reiterated the PFC provided for teachers grab and go snacks, it was greatly appreciated.

Leadership/Student Report

Representative not present

- Senior Activities-Syndey not here-senior meeting at lunch?
- What happened at the meeting?
- Veronica asked how was senior night advertised? Because students and some parents were upset that graduates were not going to Disneyland.
- Senior night will be at the Concord Center

Old Business

- Kim Madrigal is now solo VP Fundraising
- Please update contact lists to reflect changes.
- Get in touch Sydney about dine and dash events

Fundraising Report

Kim Madrigal

- Dine and donate check Five Guys Pizza \$272
- Dine and donate on Thursday is Panda express 2-9 PM in Clayton.
- Dawn Schadek recommended that Kim Madrigal and - PFC need to communicate with Booster club, Kelly Copa (need to connect with them to collaborate) to ensure there's no overlap in fundraising efforts.
- Canessas limited hours. Look into Center Café, Skips, Comment October 8th Monday holiday try to get Canessas- Columbus Day October 8, 2018.
- PFC paint night- teens are welcome, November 15, 2018. Free water and snacks from Safeway, let Kim know.
- Joe from PJ's Roasted Bean Company presented a fundraising opportunity-
 - coffee and tea, great fundraiser, people that re-order continue to generate monies to the school. \$15 cost the school gets \$6 of it. Tea 2 oz bag 9-10 dollars, we can co-brand it, we can put a description. Students have documents information to share when selling/discussing. Gifts ongoing orders won't be co-branded; initial order there isn't shipping fees, subsequent orders 20% go to the school due to shipping costs, can get whole bean or ground. Teas are loose leaf teas, herbal tazons- tea comes from tea leaf which is caffeine free, 2 oz bag about 30 cups of tea. John provided a lot of information, PFC combines order and then writes a check, coffee comes to us and then we give it to students to take home. Local and big supporters of the school. Sampling holiday tea at paint night. They also create a code, it's listed on business cards that will tie back to Clayton PFC fundraising monies.

New Business

Open Forum

- Sarah Lovick CVCHS School Board meeting has been moved to same night as PFC Board meetings.
- Website questions for Kyler:
- Fundraiser as monies come in, need to develop new pictures and updates on the website, add graphs, charts, lists of donors, expectations for site, need directions should copy Jen and ensure that they are updated. Kyler- past emailing stuff: flashy as possible, button with printing options.

Sarah Lovick- with respect to students selling coffee and tea, we (adults) need an incentive for their effort. We need to be careful, which school organization/team/division is working with Joe (coffee fundraising).

Dad- parent on-going code Jim Hawk, use the coffee code on the website to order coffee and get fundraising monies, without having to monitor distribution of the product/s.
 Next meeting Room C-5 October Teachers' lounge

Adjourn 8:01 PM

**CVCHS PFC ATTENDEES
 SEPTEMBER 18, 2018**

NAME		EMAIL
Veronica Miles	Secretary	veronica.wisjone@gmail.com
Kim Madrigal	Fundraising	kmadrigal@comcast.net
Masanne Colli	Treasurer	PFCTrustees@clayton
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Kathy Simmons	Eagle Eye	kathysimmons@comcast.net
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Jeff Anderson		
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