



Parent Guild Meeting

450 W. East Ave, Chico Ca 95926

When: Tuesday, October 19th 2010 @ 6:00 p.m.

Where: The Great Room

Council Attendees:

✓Chris Grettum – Chair	✓Sarah Parada– 1st Jen Robertson	✓Elizabeth Jennings- 5 th Carol Fegté
✓Portia Ceruti – Co Chair	✓Kelly Munson – 1st Michelle Miller	✓Nena Anguiano–6th Shannon O’Laughlin
✓Secretary– Karin Fisk (InReach)	✓Maggie Buckley – 2nd Brianna Lee	✗Syama Newman - 7th Miguel Russo
✓Julie Quinn – Treasurer	✓Heather Jensen – 2nd Kylee Knowles	✓Sarah Pape – 8th Ally Welch
✓Amy Kao –Lavender K/ Melissa	✓Elizabeth Cadd Fidale – 3rd Jennifer Glennen	
✓Genesis Oswalt –Tiger Lily K/ Sarah	✓Jessica Hunt – 3rd Rebecca Ginney	
✓Jolene Moore –Maple Rose K/ Cheryl	✓Caryl Brown- 4th Barbara Ott	
✓Jenny Johnston –Columbine K/ Susan	✓Martha McDermott – 4th Elska King	

✓ = present x = absent

1. Opening	1.1 Meeting called to order at: <u>6:05pm</u> 1.2 Roll Call/Quorum (11): (11)_____ (yes) 1.3 Agenda Modifications: move item 9.2 to the first item in section 9.	
2. School Verse	This is our school May peace dwell here May the rooms be full of contentment May love abide here Love of our school	Love of one another And love of life itself Let us remember That as many hands build a house So, many hearts build a school
3. Public Comments	3.1 Public Comments and Announcements Portia Ceruti introduces herself, as she did not have this opportunity at the first meeting last month. She thanks all attendees for being present and for everything they do for the school and parent council.	
4. Consent Agenda	4.1 Consent Agenda- Karin Fisk mentions the requested changes were made to the minutes draft. Jessica Hunt makes a motion to approve the past meeting minutes. Caryl Brown 2nds. motion. All in favor, 11 yays.	
5. Committee Reports	5.1 Fundraising –Carrie Gausemel- (extra time requested) School Pictures and Spaghetti Fundraiser: Picateers were used in the past. 40% of the profit was donated to the school. Parents not happy with quality of pictures. Carrie has found a new, local photographer, Marc Thau, who will give us a percentage per picture order. Picture days will be Nov. 3 rd & 4 th (Wednesday & Thursday), with K-4 th grades on Wednesday and 5 th -8 th on Thursday. We need one parent volunteer per class to chaperone children to and from class to have their pictures taken. Photographer will also be taking family photos on Nov. 4 th , 8 th , & 9 th , from 5-8pm. Family portraits will be scheduled at the front desk (with Beth) in 15 minute increments. The same donation will be applied to family portraits. Photos are guaranteed to be back by the holidays with the stipulation that all photos be pre-ordered/payed. There will be a retake day for those who missed the original photo shoot or those unhappy with their pictures, on Dec. 1 st . Parent volunteers on the picture days is our main focus right now it’s very important that we have at least one per class. Amanda Bosschart- Organic Spaghetti Feed & Silent Auction Fundraiser. Card Center has been booked for free for this event! Organic tomatoes from Eric Berg’s farm a presently being harvested and we have processed 1 gallon of spaghetti sauce already. The event is to	

be a green/eco-friendly fundraiser. Jen from Lush Catering is helping make the food portion come together. All proceeds are being earmarked in an account for the school garden project and possibly the permit to use Enloe's backspace. Fundraiser is scheduled for Nov. 20th. From 6-8pm will be the dinner and silent auction. Ma Muse has been booked for 8:30 and has requested a sacred space (quiet and free of running children) Dylan's Dharma will also play later in the evening and there will be dancing. Local beer and wine to be served. Working on a space for children to play and do activities with adult supervision. This is a kid friendly event. Tickets are \$25 and kids eat free. Event is sponsored by Eat Learn Grow. We plan to sell 175 tickets, holding 25 tickets aside for staff and guests of the bands. A fall fundraiser is common among public Waldorf schools. Portia asks which fund are the proceeds going into? The school's fund or Parent Guild. Linda is earmarking funds for the garden project. This is because donations need to be tax deductible and the Parent Council as an entity is not a non-profit, but the school is. As for the silent auction, there will be 14 eco-friendly gift baskets donated. Each class will fill a basket with Kindergarteners pairing up to fill 2 baskets. We need to make sure the baskets are filled according to the theme they are given. We ask that items donated to the baskets are green and eco-friendly sustainable items from local vendors. Kelly Munson reads some of the items listed for each basket and explains that there is a list for each theme and there is very little overlap. There is a concern brought up by Sara Parada that there may be overlap and businesses may feel overwhelmed if more than one request comes in for money or items, especially if they are unable to contribute. Jolene Moore mentions that Shawn Green has a log to avoid double requests and is keeping the basket items and values logged. Heather Jensen asks to clarify if classes need to check with Shawn before soliciting businesses. It is mentioned, that they have been meeting regarding this fundraiser on Tuesdays after drop-off in the great room.

5.2 Garden & Grounds Tighe O'Neill-October 4th work day was a success, and the play structure was stained by two

volunteers: Goran and Evan, who are professional painters. Tighe is thinking of having another work day in mid November to rake leaves and tidy up the grounds, as well as work on the Kindergarten Fence Project. Tighe spoke with the Enloe Facilities Manager and got permission to move the dirt and extra material over onto their property before the rain starts. The land use permit will cost \$3,000 and will include a 100' x 100' space for the garden. The rest of the space, Enloe has decided to use as parking.

5.3 Site Maintenance -(Dan La Bar for) Chris Rasmussen-New procedure for site maintenance. A binder will be kept in the front office for site maintenance requests. This binder will be a master list of items needing attention throughout the school. Chris and his team will fulfill tasks as soon as possible, keeping a record of all jobs, and date when they are completed.

5.4 Green -Caryl Brown -After doing a little research, Caryl discovered that the \$400 allocated to cover Doreen's

cart by Stephanie had not yet been spent. Once purchased, the cart is intended to facilitate the collection and proper disposal of recycling materials throughout the school. Green committee meetings will be held on Fridays (1pm) before PC meetings. The next meeting will involve a discussion regarding a fundraiser for the school with Recology, a green garbage disposal service. For every person who mentions Blue Oak when they switch to Recology, a percentage (from \$30-

\$40) will go to the school. This fundraiser is Kara Baker's idea. Blue Oak would be the pilot school for this program. Carrie Gausemel asks that this program be channeled through the Fundraising Committee to keep track of it and make sure all of the proper procedures are being utilized. Julie Quinn reiterates this point in relationship to the location of the funds brought in by this program. More communication is required about this, especially the money part. We need to be responsible about how money comes in to the school.

5.5 Events -Summer O'Neill-Summer is now updating the online calendar for the school. So, if you have an activity please let Summer know. Harvest Festival grossed \$1,927: \$1166 net profit (after costs). Soup donations brought in the most money at \$1,200. There is a Halloween Festival (Star Tour) happening which is completely faculty driven. Amanda Bosschart asks for a list of events volunteers and Jessica Hunt replies that she will email it to her.

5.6 History -Kevin Brightling Kevin has set up a website for photos to be shared with other parents. It is with Shutterfly and if you sign up for an account, you upload and download. Each parent

could sign up to join. Dan La Bar brings up that the school is currently evaluating and developing a policy on media. As we move toward this, we need to keep in mind the

privacy of others and be respectful. Nothing has changed, yet, but it is not part of the enrollment to sign a media release. No one knows when this was removed, but it was. Cyd looked and NOT all students have given the school permission to use their image. Jessica Hunt asks about her Facebook pictures being posted with images of Blue Oak Students. Dan responds that because it is her personal account, there is no law that she can't post these, but we should strive to be careful out of respect for others. Heather Altfeld says that she will ask the school attorney about this. It is mentioned that Melissa Pears may be a good resource. She dealt with Blue Oak historical documentation a few years back. Jenny Johnston asks about the Acorn and using pictures for that and it is reiterated that nothing has changed and we will ease into this. Sarah Parada mentions we may want parents to start their own Shutterfly accounts in the interim so they can start collecting images for future sharing, once this gets resolved.

5.7 Library –Holly Nielsen Book Fair at Lions Books 11/3-11/4. Asks Parent reps to find volunteers to fill time slots

during the event. 10am Saturday is already covered by Mrs Ott's class. Children could recite or read to present something during the fair. The fair provides a list of books the library would like donated and patrons can do this and be commemorated with a book plate inside that book. Jessica mentions Fegte's list and that other teachers are being asked for input on this list. Caryl is printing the existing list. Kelly asks for a blurb to send as an email requesting volunteers at the event to help class reps get the word out. Carrie Gasumel says that buying books and donations = money to school. This is a fundraiser.

Julie asks us all to contact either her or Linda to make sure it is clear where this money is going. Nena mentions it is time for Blue Oak parents to get used to the idea of communicating.

5.8 Out-Reach –Monica McDaniel Berg - Portia thanks Dean for his good work as the past chair. Monica doesn't have the binder yet, but has taken over as chair of Outreach Committee. She asks about some plastic cartons with articles and

materials in them that had been passed to Dean. Linda has these. Monica mentions that her first goal is to create an updated flyer for the school. There is a spot in Northstate magazine that was already set up and Monica can't take credit for...

5.9 In-Reach –Karin Fisk Volunteer Database is running along smoothly. Most parent information has been

captured and lists have been distributed to Committee Chairs. We are looking at a data input screen to add to the website for parents to add or update their information.

5.10 Acorn- Jenny Johnston Deadline for submissions to the November issue is 10/26. The Acorn is currently being sent out as a One Call Now email. Dan apologizes for not sending the latest one out. It will be sent as a link to the website where the file is stored for download. This system does work and Dan recently used it to communicate about Grace resigning. (Heather Altfeld breaks in with an explanation regarding this, which spurs a discussion about the integrity of the email list in the One Call system.) Grace resigned over the weekend and the Charter Council met and asked Linda to step in as interim Director. Linda has been with Blue Oak as our business manager for many years and is legendary at what she does. She has kept us in the black all these years. If you are NOT receiving the One Call Now emails, please update your contact information with Cyd. You may also update this online, [here](#). It is suggested that a One Call Now email be sent out for picture day. Caryl Brown volunteers to send out the email to class reps regarding Picture Day. Caryl suggests that we use this One Call Now email to flush out those email addresses needing updating. Requests that class reps ask their classes if they are receiving the One Call emails and if not, they should update online at

<https://www.onecallnow.com/Access/FamilyProfile/FamilyProfile.aspx?G=FRSjtBfXT%2fjgeldeTTO1ww%3d%3d>) and notify Cyd. There is no way to have 2 emails in the One Call Now system. Emails come from info@onecallnow – add them to your accepted emails so it doesn't go to spam.

5.11 Parent Volunteer Coordinator –Jessica Hunt Hours were collected and the total results circulated throughout the Parent Council, see

attachment. Some classes have high numbers because some hours were last year. 4, 835.5 hours. 200 families, 25 hours each trimester, so we are over our 50 hour minimum. Please use the new forms. They should be on the website and in the hand book. Standardizing forms to make them easier for Jessica to read. 5 day, 3 day field trips. 8th grade last year gave no response all year so their volunteer hours were at zero.

Parents MUST sign their own forms and turn them in to make it work. Parents with multiple children, Jessica breaks them up evenly. Last years numbers affect this year's grant writing. Thanks reps for getting the forms in. There were difficult circumstances last year and it's already off to a great start, especially with the new form. Recycle the old forms. Some forms have already been turned in. Dates for collection coincide with when grades are due. December, March and June. July 1st-November will be the first collection. Have forms in by Christmas Break.

Portia thanks Jessica for all of her hard work.

5.12 Hospitality – Jessica Hunt Faculty Lunches, School Tours and something for the photographers and volunteers.

Bring fruit and muffins. Tiffany will help and it will be done just Wednesday not Thursday. The other 2 Kindergarten classes are doing the next Faculty Lunch, with a "Day After Thanksgiving" theme. Melissa Oliver sent Jessica a Thank you note and the faculty really appreciates it. It is a very worthwhile effort. Heather asks about scheduling. Kindergarten was first, and she's trying to hit the classes up that didn't get a chance to contribute last year. PC will do Valentine's Theme February. Last one is a potluck of all classes and each class brings a course. Last one is a special time to share with the teachers and Parent Council, which we don't get otherwise

5.13 Election –Chris Grettum Last Charter Council meeting the Bylaws were discussed and revised and updated as to who

NOT allow the Chair of the Parent Council to be the "default" Elections Chair. Feb-May for Charter Council Elections. Chris can't chair, but would be happy to sit on the committee and give guidance. Looking for a new Elections Chair.

We need to improve our timing. This Report section took an hour and a half.

6. Class Rep Reports

6.1 Class Rep Report(s)

6.2 Class Fundraising vs. School Fundraising. Caryl Brown

Questioned where the money goes and what needs we have to fund. Should the Parent Council decide? The Council informally agrees that this would be a good idea, the idea of forming a Fundraising Task Force comes up. Dan adds that although he formed the first three task forces anyone can do it, but it would be best to have representation from Faculty representation. Conversation continues with a question which has come up in the past regarding whether grade levels should fundraise as an entire grade or whether each class shall have their own. A father present asks about \$200 of money collected for Maxine's eggs which was turned in to Linda. It is unclear what happened to that money and it seems like the teachers may not be aware of money on their "books." The concerned father mentioned that Maxine was upset about this and started a personal bank account to collect any egg money she makes and will continue to do so.

TO: Last meeting we talked about teachers being unable (it's illegal) to collect money directly. It must go through Admin. Donations go to Linda and Admin should make teachers aware of any money on their books. School vs Parent Guild. Do groups of parents who get together to do a fundraiser? CG This is a Task Force issue and is worth more discussion. Jessica Hunt asks whether we have a class or grade by Waldorf? CB Waldorf method doesn't apply because Waldorf schools are usually only single classes. We must deal with this very carefully. Communication regarding fundraising and money is necessary. Historically, people who think of a fundraising idea run it by the Fundraising Committee and the group approves or disapproves it. For every 5 dollars for the class 1 dollar goes to PC. That might be a Waldorf approach to community money. SO thinks that PC might want to consider saying "yay" or "nay" on these events/fundraisers. There is currently no group approval and in the past Administration had approved or disapproved. Julie has a budget and Summer brings up the fact that PC has always supplemented the curricular field trips. But aren't all field trips curricular. Dan notes that this is something that is being discussed in Admin, too. We need to create policy through Task Forces to decide on a strategy. Sara Parada is concerned with the legality of creating a personal bank account to collect donations. We are responsible for what goes to PC not the school. Chris asks is anyone is willing to consider a Task Force to further discuss this. Linda, Heather, Carrie, Tighe & Julie volunteer.

6.3 Lice Policy - Sarah Parada

She emailed the information, from Stacey Bearden, she's circulating, but she explains what lice is and how we need to be treating classrooms and homes. It transfers easily and classes have been getting multiple infestations. Weekend classroom cleaning procedure. Caryl Brown – asks

	<p>about solutions for individual cases. Sara P – We must get Admin. approval on anything we circulate. We need to provide choices. No one agrees on one solution so we may have to offer multiple solutions. Heather asks whether we've had an outbreak or not. Dan replies there may have been 1-2 cases in Kindergarten, but nothing like last year.</p>
<p>7. School Reports</p>	<p>7.1 School Administrators- Linda Hovey after Grace's resignation, Linda encourages us to move forward together as a team and to acknowledge there is a positive end to all of this because of the parents and their lovely children. That is why we have a school.</p> <p>7.1.1 Assistant Administrator- Dan LaBar- We are in a state of transition but it is no cause for alarm. Task Forces have had one meeting so far. Updates are being written up by the end of the week. Childcare, Health & Wellness, Emergency and After School. Fundraisers, are being planned fast and furiously. Heather, Marc and Portia need many thanks with the revision of the Charter and the work of the Charter renewal committee. Portia especially for her work with the bylaws. documents and applications and academic plans. Large scale documents are in process, Faculty is contributing in the grade level groups regarding curriculum and Waldorf pedagogy. The past few weeks we have been aligning the curriculum with State of California content standards. A Masters Thesis regarding this subject is available in the Library. Kindergarten parents are contributing a lot to the snack program. Updated Insurance requirements by field trip drivers need to be filed. Please have forms re-faxed.</p> <p>In regards to classroom management and tactics; Dan will be going to a week long training for Eurythmy. Something the school doesn't currently have but will soon! Folders up front as "inboxes." Lunch program is back running again. Looking at the Bento Boxes. Bringing it to the Health & Wellness Task Force. What time is that meeting? He will email this information tonight to everyone. Looking at how we get lunches to campus and then to classrooms. We can get help supplementing if parents turn in appropriate forms. Elizabeth mentions she heard about this company as being one that is concerned with meeting the needs of the kids. For instance, they will adapt the lunches by checking what kids send back and if they see an item as being unpopular they will not keep sending that item. They will compost as much as possible too.</p> <p>Portia asks about budget for Bento Boxes and Parent Education nights. Dan says parents can expect something in November. Linda also responds that she has a good connection for a media discussion with a well-known expert. She may be out of our league, but we can try to get her, if anyone is interested in helping. There seems to be a need for more information on why television is so harmful.</p> <p>7.2 Faculty Representative – Melissa Oliver- Not present</p> <p>7.3 Charter Council- Heather Altfeld – Annual Report was turned in Friday to BCOE and the entire board came. Mixed reviews. They came during specialties. Didn't get a good gauge of the Main Lesson activities. Major re-write of the Charter which needs a major overhaul due to it being overlooked for the past 10 years. There were so minor updates made 5 years ago. Thanks to Portia and Sara Parada for their help with this. Please be aware of how much energy the teachers are putting into the education of your children. Academic Achievement Committee meeting is scheduled to meet tomorrow. Waldorf based assessments to see where we are in Waldorf curriculum. Looking for parent support in the upper grades with the more difficult subjects. University support and tutoring for challenging students. Tuesday October 26th 2010 6pm Board/Charter Council Meeting. Bylaws are being amended to increase the size of the Charter Council. There's a regular meeting after the next Bylaws Approval meeting. Portia thanks Heather for everything she's doing.</p>
<p>8. Officer Reports</p>	<p>8.1 Chair- Chris Grettum- Have been thinking about relocating the Parent Council Meetings but the turnout is warranting staying in the Great Room. We found a volunteer for quicknotes. Sara Parada has agreed to email a synopsis of the Parent Council meeting for the parents. Sometimes the minutes are coming out after important events. Nicolas agrees to be the new timekeeper. This meeting has run very long already and Chris needs someone to help with the stop watch.</p> <p>8.2 Co-Chair- Portia Ceruti- There has been some concern regarding committees and whether we need certain clearance. Nothing is new as far as policy, on going forward, is concerned. Keep calm and carry on.</p> <p>8.3 Treasurer-Julie Quinn-Brought up the idea of putting a budget together. She needs feedback from committee to get something down on paper. Fundraising issues came up.</p>

Advertising, etc. We need to start tracking these things so we know how to proceed forward. Please get numbers to Julie before the next meeting . Knowing the results of the Budget Task Force will help shed light on what we should be funding. Budget Task Force- after some more things are figured out we will know what ongoing income and expenses we have.

Heather Jensen- Other organizations prepare budgets which are voted on. Operate with the school year. Thinks this may be a “New Business” action item to possibly be added to the bylaws. Approving a budget as a group. Quickbooks registered data is being input. Portia thanks Julie.

8.4 Secretary – Karin Fisk- Asks that Julie please email report to her so she might attach it to the meeting minutes.

9. New Business

9.2 Fundraising request (from Elizabeth Jennings for Amanda Bosschart) for Spaghetti Dinner seed money. Up to \$250 for odds and ends that may come up. Tighe has a philosophical issue with the fundraiser being earmarked for a very specific project. This is a lone wolf project and to be asking for money from the Parent Council seems not right. Jolene says she understands that sponsorships will come back through to Parent Council and will thus be getting paid back for this seed money. Elizabeth explains the need for the money. Curricular space for the school. Green space for the children to learn about gardening and nutrition. Heather Jensen asks if we are being reimbursed for this. Elizabeth does not know if the entire sum will be reimbursed. Jolene asks Linda about money and where it goes. The Guild does **not** get reimbursed through this process. Would need back-up documentation if she was going to give cash up front. Doesn't know whether anyone can front this money. Amanda is asking for this help above and beyond the donations. Julie Quinn talks about getting receipts and reimbursing for them. To have someone ask for \$250 on it's own is probably not the best way to go about this process. Heather Jensen makes a motion to table 9.2 to gain further clarification before we vote. The next meeting will be 4 days before the Fundraiser though. Sara Parada wants to make sure Amanda understands that her efforts are appreciated as well as Tighe's concerns. Perhaps a special meeting would be necessary to handle this? A quorum (11) would need to be available for this. Elizabeth mentions that it is proactive to ask first. Expenses might come up and she is looking at being reimbursed. Sara moves to approve up to \$250 for Spaghetti Dinner seed money with the understanding that it will be for receipts and Council will be reimbursed. Seed money by definition is reimbursement. Julie points out that she is asking for cash. Seed money is **not** necessarily meant to be reimbursed. It seems like it may be a moot issue because it may be that she was looking for reimbursement. The issue is whether or not the whole fundraising thing will be determined by people outside the council. Money will not come back to the Council. Julie adds that we are making a donation to the Fundraising Committee. The specific request for seed money cannot be changed. Chris Grettum reiterated the current motion which is “Motion to approve up to \$250 for which the Council will be reimbursed” Heather Jensen amends motion “Making a motion to approve up to \$250 contingent on proper documentation of expenditures.” Jessica Hunt 2nds the motion. All are in favor, 11 yays, unanimously approved.

9.1 Funding Request – Up to \$50 for Photographer's lunch during Picture Day (Jessica Hunt) Are there ways to get around spending money? Maybe have parents do the baking? Heather Jensen makes a motion to approve up to \$50 for providing snacks/lunch or whatever Jessica needs for Picture Day. Jolene 2nds the motion. 11 yays, unanimously approved.

9.3 Funding request for up to \$50 for school tours tea and baked goods. (Maggie Buckley for Starla Larry-Peters) Question from Heather - is it \$50 for the year or per month? Maggie is unclear on that. Chris does not want to set a precedent for a \$50 per month reimbursement. Jessica questions if this would be something the school would need to reimburse for since these tours are for the school specifically to boost enrollment. Portia says that there is a grey line because everything we do as a council is for the school. Jessica as the Hospitality Chair, offers to contact Starla and work out the details of this. Sara Parada wants to make sure Starla knows that we appreciate what she is doing. Jessica then motions to table 9.3 until clarification can be attained. Caryl 2nds the motion. All in favor, 11 yays, unanimously approved.

10. Close

Motion to adjourn by Jessica Hunt. Motion is seconded by Chris. All are in favor, 11 yays.

Next Meeting: November 16th 2010 6:00pm
Adjourn time: 9:47pm
