CHSC Board Meeting
February 4, 2019

Attendance: Steve Chalgren, Lesley Foster, Mary Katayama, Rachel Zanger, Katie Currie, Scott Connors, Lisa Allen, Swarna Podila, Jennifer Watanabe, Lara Panish, Revi Sagee, Vicki Wooledge

7:02 PM President Steve Chalgren called the meeting to order

- The meeting minutes from January were approved.

Next Year Planning

- Revi has started forming a Nominating Committee, ideally comprised of 6 parents (1 from each grade level), 2 teachers, plus the CHSC VP.
- The timeline is as follows: 3/1: aggregate all interest in committee. Once formed, will recruit candidates. Statements of intent will be due on 4/19 and candidates will be posted on 4/30 The vote will be on 5/20, which is the last board meeting of the year.
- An email was sent to teachers and a flyer is going out in the Thursday envelopes. (copy/paste from slide)
- The board has access to a master spreadsheet of current committee volunteers. Updated by program chairs based on current volunteers. Rachel will get a flyer/email out soon about committee vacancies for next year, in conjunction with other CHSC notices.
- ACTION ITEM: Board members please check with current committees to see who would be willing to return for next year. Steve will remind everyone and use same spreadsheet system. Steve will share job descriptions and Board members need to update the descriptions and responsibilities as needed. Please let Revi know ASAP if you plan to continue.
- Budget Planning, Mary suggested to survey the teachers in advance of budget planning to get insight on what was difficult about budget and what to change.

Community Update

- Teacher appreciation lunch: Weds. Jen Fosco in charge of catering for the lunch, March 20 at 1:15 PM.
- Multicultural Night: May 17
- Field Day June 4.
- Breakfast Event. Weds, Feb 6th at 8:15 AM. Scott to pick up coffee and donuts. Steve to send out My School Anywhere. Sandwich boards and marquee in lieu of flyers. Rachel will talk about the auction.
- Spring Cleaning, moved to April. Discussed to move it to March 23rd.
- Movie night: Swarna has reached out to several vendors and is still gauging responses.
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Fundraising Update

- CNO Weds, 2/6 Main Street Burgers and Willow Street Pizza
- Silent auction is live from 1/31-2/27 and is on track to meet or exceed budget goals.
- Box tops, turn in by 2/25. Molly Curtis is putting reminder flyers around school.
- Basket Bingo is 3/15, the first flyer is going out this week, emails to room parents are underway. Target to send to all parents is 2/11. New lead would ideally shadow Vanessa this year to ease the transition.
- Fundraising recruitment: need 3 WAT committee members, Silent Auction/Auction lead(s), Company match program also needs a lead who could shadow Maureen for 2019-2020 and then take over independently for the following school year.

Treasurer Update

We have money!

Checking……. $107,879.74
Savings……... $50,594.25
Total Assets……..….. $158,473.99
Current Liabilities……..…. $0
General Fund……..…… $158,473.99

Budget Recap

Income Budget……..…. $198,346.13
Income to Date…….. $201,907.70*
Income Need to Balance Budget.… $15,203.32
Expense Budget……...…. $217,111.02
Expenses to Date…….. $114,047.27
Expenses still to incur……... $103,063.75

- Teacher budget request: $185 for flex seating rug and posters for display wall. Approved.
- Field trip donations: Flyer going home to 4th grade parents, challenge for 5th grade since they are only at 37% with two more events to fund. Suggestion to consider bringing back grade level donations at the beginning of the year. Concern is that some costs, like buses, are so variable that it is hard to determine a suggested donation that far in advance.

Principal's Report

- Crossing Guard and Yard Duty: Still need to fill those positions.
- Volunteers: for maker space during parent conference week. Offering sewing as an after school opportunity. 2 camps, lottery based. Sign up will be going out soon.
- Tinker Club and Maker Club are lunchtime opportunities for the Maker Space.
- PE: want to do more sports, need volunteers to supervise sports. M/T/Th prior to dismissal.

- Want to support students who have a hard time making new friends or are reluctant to participate. Goal is to have Thursday board games inside. Need volunteers.
- Another parenting workshop by Common Sense Media is coming to Oster, and is a district-wide event. 2/25, 6:00-7:30 PM. Will be livestreamed.
- Annual district survey will be broadcast between now and 2/15.
- STEAM speaker series, Vince Picetti (??), interactive presentation, systems engineer, showed inside of iphone. Doctor, and video game designer, will be featured in future presentations. The goal is to increase exposure to a variety of professions. Teachers sign up, 2 classes can be in the space at a time, the number of classes that can attend is really dependent on how long the presenter can stay. Suggestion: could there be an optional sign up during lunch time for students whose teachers opted out of the presentation?

Teacher's Report

- TK is loving kindness week, learning about nice words and how to be kind. 100th day of school, 100 cup towers, 100 dots w/ q-tips.
- Kinder: focusing on love and peace, MLK Jr, 100th day of school, Sulphur Creek animals visited, counting, informative writing, CVC words, groundhogs, STEAM lab balloon designs and paraded down the green screen at Disney!
- 1st: kindness week, made cards for friends, visited classrooms, wrote about how to be kind, flows through homework, writers workshop, map of my heart about all the things they love in their life, subtraction, making 10 to subtract, science phases of moon and rain forest
- 2nd: mystery science (water), addition/subtraction in the 100s, informational writing
- 3rd: Fractions, wax museum biographies, rotations for science/social studies
- 4th grade: CA mission projects, walk through CA, field trip, equivalent fractions, non-fiction reading skills
- 5th: first book club rotation, revolutionary war theme, multiplying and dividing fractions, Colonial Williamsburg, digital citizenship

Budget Requests for discussion/approval:

- Rug/Posterboard: Approved.
- Pop Ups: Request deferred from today's discussion. Revisit during another budget request discussion, at the end of the year if there is anything left over.
- TOSA Hospitality: Need to ensure that there is a parent volunteer assigned to each TOSA who will be in charge of requesting donations for teachers for holiday, birthdays, teacher appreciation week. Suggestion to have the room parent coordinator have Kinder take Monday of appreciation week, 1st grade Tuesday, etc.
- Suggestion: to have President/VP available periodically during teacher staff meetings to answer questions.
- Suggestion: forward minutes to Mary once approved. Make sure they continue to be posted online.

Meeting adjourned 8:34 PM.