

**Pleasant Hill Elementary Education Foundation**  
**PHEEF Meeting**  
**May 19, 2015**

**Date, Time & Location** – Meeting called to order on May 19, 2015 at 7:13 PM at the Oldenbourg Residence, 120 Stewart Circle, Pleasant Hill

**In Attendance** - Dan Sheffield, Marianne Strumm, Steve Oldenbourg, Matt Luttrupp, Amy Bleichner, Alisa Todd, Jennifer Philson, Hasmig Gregorian, Angela Nishizawa, Lynn Valdez, Jim Wray

**Approval of Meeting Minutes**

- **Hasmig Gregorian made a motion to approve PHEEF Meeting minutes from April 21, 2015; Matt Luttrupp seconded the motion**
- **Vote taken, Motion passes - Approved**

**Treasurer's Report**

- Had some billings from the district, otherwise little change
- Continue to receive payments from Gala online auction, 2-3 people who still have not paid
- Need to get signatures changed over on bank accounts, need to get budget prepared for 2015-2016 school year
- Teacher funding requests – had approved up to \$5000, have only received billings for less than \$1000

**Teacher's Report**

- Dan Sheffield reporting – PHEEF positions had been approved, however jobs were not posted on district list, Dr. Walker re-submitted paperwork before her last day
- Most likely will move a current principal laterally within district to fill position at PHE
- Substitute principal for remainder of the year – Nancy Dasho (had been principal at Holbrook – elementary school in Concord which closed 3-4 years ago)
- Testing has been going on the last two weeks, since May 4

**Committees**

- *WalkATHon/SpellATHon:*
  - Will need to follow up with district & new principal to see how to proceed – Alisa Todd & Jennifer Philson
  - Lynn Valdez will check with district
- *Nominating Committee:* Hasmig Gregorian
  - Meg Villareal is off of slate as she is moving, need candidate for president – Nate Lunt may be interested
  - Secretary is in place – Amy Bleichner
  - Treasurer is open as well, Hasmig Gregorian will continue as assistant treasurer – may consider treasurer position
- *AIOD:*
  - Need PHEEF representative to coordinate with PTA – Janine Kuck
  - AIOD: Thursday, August 20, 2015
  - Hasmig Gregorian will take lead to coordinate with PTA, Angela Nishizawa & Jennifer Philson will assist
  - Need to figure out what the ask will be
  - Communication & marketing very important

- Planning meeting for AIOD sometime in July
- *E-Scrip*:
  - Shira Steinbeck will be taking over E-Scrip program – she will coordinate with Angie DeBoer

### **New Business**

- PTA interested in doing a fun run in the fall as a fundraiser, discussion completed whether or not a conflict with WalkATHon
  - Board agrees to recommend PTA move forward with their fundraiser

### **Old Business**

- Science program update – currently looking at feedback from staff
  - Teachers are concerned that science standards are changing
  - Will be looking to pilot program prior to investing large funds
  - Storage is an issue
  - Alisa continuing to work with teachers to develop program

### **Announcements**

- Next meeting: Tuesday, June 9<sup>th</sup> @ 7:00 PM, Wray Residence, 635 Encinal Court, Walnut Creek...bring a folding chair

**Meeting Adjourned** at 8:36 PM