

**Pleasant Hill Elementary Education Foundation  
Meeting  
September 9, 2015**

**Date, Time & Location** – Meeting called to order September 9, 2015 at 7:05 PM, Round Table Pizza on Oak Park Boulevard, Pleasant Hill, CA

**In Attendance** – Vince Hackel, Amy Bleichner, Alisa Todd, Hasmig Gregorian, Angela Nishizawa, Nate Lunt, Kerstie Pederson, Lisa Stauffer, Heidi Mispagel, Shira Steinbeck, Ms. Maffei, Ms. Chequer

**Approval of Meeting Minutes**

- **Angela Nishizawa made a motion to approve PHEEF Meeting minutes from June 9, 2015; Nate Lunt seconded the motion**
- **Vote taken, Motion passes - Approved**

**Treasurer's Report**

- 2015-2016 budget proposal
- we have taken in approximately \$30,000 from AIOD, had budgeted for \$35,000 – continues to slowly come in, a few subscriptions have been made, a few employer matches
- will file tax returns and pay insurance in October
- Hasmig & Nate met with tech director for MDUSD, classroom technology enhancement, should expect roll-out of new equipment by Christmas, needs clarification from principal
- Kerstie Pederson suggests another fundraiser/event to keep PHEEF in the minds of families between AIOD & Spring Gala
- **Lisa Stauffer makes a motion to approve the budget fiscal year 2015-2016. Seconded by Ms. Chequer.**
- **Vote taken - motion passes.**

**PHE Principal/Staff Report**

- Principal's report via email:

**Principal's Report for the PHEEF Meeting  
of September 9, 2015**

Ifeoma Obodozie, Principal, PHE

I'd like to start by thanking the PHEEF for their warm welcome of me to PHE. Also, the spirit of collaboration that the PHEEF Board has demonstrated thus far is very much in line with my belief in the power of collaboration, so I am very much looking forward to all that we can accomplish for our students.

Thus far,

- We are off to a great start at PHE. Students report being excited to be back at school. The staff and I are happy to be back too.
- We conducted a kick-off-to-the-new-school year assembly the first week of school, where we welcomed students back formally. We also reviewed our behavior expectations with them. It was an interactive assembly, with students fully participating in reviewing the expectations.
  - We've had one Fire Drill, which went well.
- I have visited every classroom, and will continue to do so as an integral part of my practice. I am impressed by the level of student engagement in every classroom.
- ***Back to School Night*** was a huge success. Our teachers worked hard to prep for it, and preview the year for parents. Kudos to parents for a great turnout!
  - Picture Day has now come and gone, and students should have received their student IDs by now.
- Students are anxiously awaiting the start of PHE's Mileage Club (running club), which we hope to start before

October. More details to come...

- We are expanding our **Student Recognition program** (aka Pillars of Character awards program). We will be incorporating an academic award component to the program, to recognize academic excellence. The number of students recognized, as well as the frequency of the assemblies will be increased. Instead of one assembly every other month, there will now be monthly assemblies. Lastly, the program will have a new moniker, **ACE Awards**, which stands for:

**A** = Academics

**C** = Character

**E** = Effort

The dates of the assemblies have been established, and will be published soon on our website. Parents will receive advance notice if their child is on the awards list, so that they can attend the assembly.

- Lastly, thanks very much, PHEEF's Ms. Hasmig Gregorian and Mr. Nate Lunt for meeting with MDUSD's Tech Director and me today, to ascertain how best to move forward with improving the technology situation for our school.

Ifeoma Obodozie  
PHE Principal

- Staff report from Ms. Chequer & Ms. Maffei
  - PHEEF positions have been filled except PE aide
  - second computer lab is beneficial – kids will be able to begin composing on computer, will use skills needed for testing
  - Mr. Hackel suggested filling PE aide position with YMCA personal trainers, need to wait for listing to become public

## Committees

- *Communication*
  - Angela Nishizawa reporting – any communications going out from PHEEF needs to go through Angela for approval before going on to principal for approval
  - Angela is managing Google group, Shira will manage website & social media
  - Also taking suggestions for logo
  - Google group will be for communication/information rather than discussion
  - Need to consider boosting/upgrading web hosting, may increase \$8/month – per Shira
- *E-Scrip*
  - Shira Steinbeck reporting – eScrip shifting away from store specific cards, need to register credit card & debit cards, people are leery of putting credit card information on-line
  - Consider push via Peachjar & facebook
- *Walk-A-Thon*
  - Alisa Todd reporting – looking towards May, testing takes place mid-April through June, may consider having Walk-A-Thon before Spring Break, will be looking for a way to distinguish from Apex Run, color run?
  - Alisa to bring date(s) to the next meeting
- *Spring Gala*
  - Lisa Stauffer reporting: Date is February 27, 2016
  - Contra Costa Country Club, Mad Men theme
  - Amy Martin will be attending, she will bring a local auctioneer who will be available going forward

- Consider raising price for tables, ticket prices
- Consider sponsorships
- Gala committee will meet in next couple of weeks – will send out information prior to next meeting via google group
- *Science Program*
  - Alisa Todd reporting, 5<sup>th</sup> grade has received first kits, rolling out as able, will continue to be a work in progress
- *MARE Program*
  - Ms. Chequer – MARE program binder is out of date, Lawrence Hall of Science still has the program, will check to see what needs to be done to bring it up to date, doesn't feel like it flows anymore, are the teachers doing it because they are compelled to?, should we consider STEM week instead?

### Old Business

- AIOD & BTSN: Suggestion that Communications will chair these events next year, suggestions/comments for either event be forwarded in writing to Angela

### New Business

- Class of 2017 Outdoor Education request submitted via email from Teresa Leibnitz: August 26, 2015

Dear PHEEF Board,

The Class of 2017 would like to request that the PHEEF vote to allocate \$4000 for "Fifth Grade Scholarships" for the Class of 2017 Outdoor Education program in the 2015-2016 budget.

Each year the costs associated with Outdoor Education increase and it is increasingly difficult for some of our 5<sup>th</sup> grade families to pay the cost to send their child to Outdoor Education. In addition, we are facing a Free and Reduced lunch rate of almost 25% which means that it is increasingly difficult for us to collect funds for all students. For the Class of 2017, we will need to raise over \$44,000 from contributions and fundraising efforts. \$4000 in scholarships would assist in paying for approximately 130 students to attend. (One of the largest classes to date)

Outdoor Education is a tradition at PHE and many parents feel strongly that they want their children to attend and they support the cause by contributing funds and putting many hours and dollars into fundraisers. These scholarships would assist the Class in making Outdoor Education a reality. They assist by helping pay camp tuition for students that cannot afford it, thus allowing the entire class to benefit from the Outdoor Education experience. Parents appreciate the help that PHEEF has given in the past and we hope that PHEEF will consider continuing to support this program as the majority of students look forward to this 5<sup>th</sup> grade experience.

I would like you to address a motion to fund the Class of 2017 Outdoor Education Scholarships in the amount of \$4000. Please let me know if you have any questions.

Sincerely, Class of 2017 OE Committee

- **Lisa Stauffer made motion to respond to Class of 2017 OE Committee to postpone consideration of contribution towards 2017 Outdoor Education until they reach their fundraising end and/or their drop-dead date (March 2016); Nate Lunt seconded motion**
- **Vote taken, motion passes.**
- Login/Access Registry
  - Difficulty finding out who had access to PHEEF media
  - Secretary to keep record of access information for all media

- All log-in information to be forwarded to Secretary by Friday or as soon as possible

**Announcements**

- Next meeting date & time: Wednesday, October 14, 2015 @ 7PM, Round Table Pizza
- Meeting adjourned 9:26 PM