

Latin PFA Meeting Minutes

(Prepared by Tina Nadler, Co-Secretary)

Date	Time	Location
August 30, 2017	6:35p-8pm	Library & Call-in (712-832-8330, code 78 32939#)

Meeting Purpose(s)	<ul style="list-style-type: none"> See Agenda below
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Time	Speaker	Subject
6:35:pm	Edith Shine	Call to Order
	Tina Nadler	Review of Minutes & Vote for approval
	Tina Nadler	Contact Info
	Elizabeth Duffy (Group Discussion)	Communications from PFA & Expectations for Grade Reps
	Elizabeth Duffy & Shelagh Grimshaw (Fundraising Committee)	Volunteers & Advisory Reps: A. Hospitality Chair B. Committees
	Kate Cromwell & Shelagh Grimshaw	Latin Pride
	Diana Smith	No Tech Challenge Update
	A. Debra Moss B. Diana Bruce & Shawn Jegede	Upcoming Events A. Parent Faculty Social B. Fall Festival
	Grade Reps	Grade Reps – Report Out
		Faculty Reps – A. Report Out B. Department Grants
	Sonia Trash	Budget
		Look Ahead
8:00pm		Miscellaneous

Meeting Minutes Approval

Discussion Notes
Minutes from the last meeting were approved pending two spelling edits.
Decisions Reached
Meeting minutes from this meeting will be presented to the PFA Presidents for approval prior to next meeting.

Announcements & Discussions

Discussion Notes

Contact Info

- EC Officers and Grade Reps to send current contact info to Giuliana Dunham (Secretary)

Communications from PFA & Expectations for Grade Reps

- Communications Committee:
 - Will send out emails to Grade Reps to be distributed to families/parents within 24hrs of receipt
 - **Would like Grade Reps to attend Faculty lunches whenever possible**
- Expectations for Grade Reps and Advisory Reps
Proposed list of roles (to be voted on):
 - Grade Rep – act as liaison with Grade Director
 - Coordinate with respective Grade Director
 - Recruit Advisory Reps
 - Promote PFA events
 - Promote community building
 - Advisory Rep
 - liaison with families/parents
 - Participate in Latin Pride
 - Issue: What will their role be after Latin Pride?

(Deferred) Volunteers & Advisory Reps:

- A. Hospitality Chair
- B. Committees

Latin Pride

- Committee created Master list (same as last year)
- 1 call per household planned (families with multiple children will get the call from the Advisory Rep of the youngest)
- Younger grades will have more than 1 person calling (these classes tend to be bigger)
- Calls scheduled to begin on 10/14/17
- Calls to continue for two full weekends ending on 10/27/17
- Different this year – capability of signing up to be a monthly sustainer using a subscription with the option to renew/continue
- Goal: \$185,000

No Tech Challenge Update

- Big Thank you to all!

Upcoming Events

- A. Parent Faculty Social
 - Saturday, 9/16/17
 - Potluck; beer & wine; no liquor

Discussion Notes

B. Fall Festival

- Saturday, 10/14/17
- Games & moon bounce scheduled
- Hospitality Chair responsible for food & cake/cookie competition
- Edith & Deb to send out list of what each Grade Rep is responsible for

(Deferred) Grade Reps – Report Out

(Deferred) Faculty Reps –

- A. Report Out
- B. Department Grants

Budget

- See attached report from Treasurer
- Income of \$67,000 planned
- Question: Should we keep planned income at \$67,000 or drop it to \$65,000?
- PFA to donate money to the Faculty Fund at the end of the year
- Lain Sales – approximately \$1600
- Safeway contribution - \$250
- To set up PayPal at the bottom of the Latin Store page
- Expenses – Faculty holiday gift (\$22,000); Dept. Grant (\$3,000/dep't); Teacher Appreciation (\$800); 5th/6th Grade Socials (to be increased to \$2,000 and to include Coffee House)
- Equal Access Fund – to increase from \$2,000 to \$5,000; should be publicized that funds are available; motion to increase to \$2,500 (no vote); suggestion to rename to “Scholarship Fund”
- Funds for recess equipment – Diana Smith to f/u with Mr. Berment (will remove if not needed)
- Competitive Sports Uniforms – Diana Smith to get back on how much money is needed
- Graduating students signs – suggestion to increase to \$1,250
- Parent Social – decrease to \$300
- Moving up ceremony – increase to \$900

(Deferred) Look Ahead

Miscellaneous

- 5th Grade Rep voting to end 9pm 8/30/17 – voting info disseminated via mass email and *Legenda*

Presentations

Discussion Notes

Discussion Notes
None at this meeting.
Decisions Reached: See Budget discussion

New Action Items	Priority H, M, L	Person	Due	Closed
Define Grade Rep & Advisory Rep roles	H	Communications & Fundraising Committee		
Parent Social	H	Hospitality Committee		

Old Action Items	Priority H, M, L	Person	Due	Closed
EC Contact Info List	H	Secretaries		
5 th Grade Rep Vote	H	Secretaries	August 30, 2017	
Budget Proposals	H	Treasurer & Diana Smith		

H = High, M = Medium, L = Low

Date for Next Meeting: September 26, 2017

Agenda Items for Next Meeting
<ul style="list-style-type: none"> Budget - money was previously put in reserve for events until a budget is in place Fallfest – PFA event

Attendance Sheet

Attendees		
Name	PFA Title	Present?
Officers		
Edith Shine	Co-President	Yes
Deborah Moss	Co-President	Yes
Elizabeth Duffy	Vice President	Yes
Sonia Trask	Treasurer	Yes
Tina Nadler	Co-Secretary	Yes
Giuliana Dunham	Co-Secretary	No

Grade Reps		
TBD	5 th Grade	
Janai Cawley	6 th Grade	Yes
Jennifer Thorpe-Lewis	7 th Grade	Yes
Lisa Rucker	8 th Grade	Yes
Diana Bruce	9 th Grade	Yes
LaVerne Tate	10 th Grade	Yes
Marie Alexander	11 th Grade	No
Sugi Spriggs	12 th Grade	No
Laurel Seid	PFA Faculty Rep	No
Patti Kolb	PFA Faculty Rep	No
Additional Attendees		
Kate Cromwell		
Shelagh Grimshaw	Fundraising Committee	
Diana Smith		
Shaun Jegede	5 th Grade Rep Nominee	