**Parent Council | Oct 3rd135 Joerschke Drive**

6:46

PRESENT: Louise Pryor, Daniel Elkin, Valerie Goulding, Amanda Prentice, Anne Wolf, Suzanne Doyle, Erika Hergenreder, Milan Limonciello, Shana Stratton, Dian Schaffhauser

**2018-2019 Parent Council Officers:**

Chair: Valerie Goulding

Vice Chair: Louise Pryor

Secretary: Dian Schaffhauser

Treasurer: Suzanne Doyle

NEW MEMBERS

We welcomed parent Amanda Prentice (amandaprentice03@gmail.com), whose son Owen is enrolled.

NEW PC ROLES

Fundraising Assistant: Valerie would like somebody to handle a lot of the follow-up details as fundraising events unfold.

Jo Wino (jowino@att.net, 559-6856) is available to take that on, to some extent.

Amanda also stepped forward as a volunteer organizer for events. (She emphasized that she's more of a doer than an asker.)

Records Organizer: Somebody to maintain data accumulated during events. Ann offered to handle the data entry tasks.

We also need somebody who can go through previous records describing processes and organize that and digitize it. Shana took those records to poke through and see if she can make some semblance of order.

Daniel suggested that Valerie remind the staff that there is a fundraising process in place for all fundraising requests. That involves the Charter Council. Daniel suggested that Kristin communicate the fundraiser protocol. Valerie will provide Kristin with what she needs to do that.

Valerie also needs a Records Organizer, somebody to maintain data accumulated during events. Ann offered to handle the data entry tasks.

PC ACCOUNTING

Suzanne said the PC account balance is about $4,700. She doesn't know if that's the book value or actual value.

The Bistro funds will be returned to the PC for management.

Angelina will attempt to acquire a new ATM card for Bistro use so that nobody has to front their own money to buy inventory.

Kathy is looking into which account the BriarPatch grant money is sitting. That should be moved to the PC account.

Louise reminded the group that club accounts were also part of PC.

Suzanne needs Angelina, Kristin and Kathy in the room to answer questions and make progress. Suzanne will reach out to set that up as soon as possible.

We have pre-signed checks available. Angelina has a book of checks as does Kristin. Valerie suggested that Suzanne get a handful as well -- three to five -- so that we're not in a pickle when we need to write a quick check.

Valerie would like to see progress on forming the non-profit by the end of the year.

Grocery Outlet purchases can be handled through a special school account code. Those purchase receipts need to submitted to Kathy too.

***Valerie proposed that PC fund acquisition of QuickBooks.***

***Erika seconded that.***

***The motion passed.***

PC CALENDAR OF EVENTS

The PC fundraising goal for 2018/2019 is $5,000.

That will be generated through the wine-tasting, wreath sales, Northridge event and other miscellaneous events, but not the annual giving campaign.

Wine-Tasting Fundraiser/Silent Auction: Nov. 4, 3 pm. We have nine tickets left. It's capped at 60 people.

Valerie will send a link to Amanda that she can send to friends who like wine and have money. It's a great time to line up bottles for the holidays

Wreath fundraiser: Launched on Nov. 4 at wine tasting fundraiser.

Northridge: Feb. 4, We get 10% of all sales:

Details: 5 p.m.-closing, 10% of all sales go to Bitney. Includes orders out. It’s our job to promote: KVMR, Newspaper, Facebook, Instagram, etc… Two weeks before we can print out 25 sheets of paper featuring ¼ page coupons and provide them to Northridge. They will pass out to customers and to-go orders.

Possible BriarPatch Monthly Round-Up: Erika said that in January, we can apply for a grant for *2020*. We could obtain up to $5,000 for that.

She also received a $250 gift card. She purchased some fruit with it. That's kept in the Bistro till until it's needed.

Change for Change: That takes place in March.

Annual Giving Campaign: The current total already collected for 2018-2019 will be circulated later this week, when Suzanne can access the spreadsheet.

Valerie would like us to be able to publicize progress on a regular basis, to keep momentum going.

We should be placing the Thermometer Board out front to keep the community aware of our goal and our progress. That is sitting in Tink's area. Shana said she'll ask Tink to pull that out.

CRM Software

Dian will check out Neon and Salsa, both subscription software, and bring back information on both to the next PC meeting.

PC-SPONSORED ACTIVITIES

Kristin has suggested that we cancel the fall clean-up day, scheduled for Oct. 14

Staff Appreciation day Lunch, scheduled for Dec. 13

Mentor Appreciation Days is being replaced with an ad in The Union.

We will run that ad on the first day of Exhibition Week (Dec. 17)

Valerie will see if she can get a good (or free) deal on that ad from the newspaper.

Louise volunteered (with some elbow twisting) to do the digital design on that.

Di will work with Angelina/Advisors on pulling together the Advisor list in November.

Exhibition Week is Dec. 17

This event is when students individually present information about their semester experience.

Dances: Nov. 2, Día de los Muertos.

Carolyn would like to obtain a dance floor. Daniel said we should have that already. It's needed because the classroom where the dance takes place is newly carpeted. It needs to be covered.

Milan will hunt for the dance floor on campus.

When Carolyn reached out to start the ball rolling on the first dance, she found that procedures are already set for dances. The students know what they want. Will and Chloe are the student reps for the Sophomore class.

Valerie reminded us that we put Carolyn in the role of pulling this off. She is coordinating with Katy, one of the parent reps for the Sophomore class.

We hope that Carolyn can report back after this dance to let us know what she's learned about the process.

Daniel said there continues to be a gap in communication among the Charter Council, Parent Council, parents and staff.

Ann suggested that we develop a visual to help people understand the flow of the processes.

BISTRO

Erika reported:

She developed a list of volunteers, duties and the schedule on Google Sheets:

<https://docs.google.com/spreadsheets/d/1Ced4oNJj3L1fOo8Gb0oSlBYeyyu5Nmmigvahi_bwS9I/edit?usp=sharing_eip&ts=5bb4fbdc>

She hosted a bistro volunteer dinner to map out changes.

She and Dian are developing a Bistro process/procedures document, which they'll make available to Parent Council.

SEPTEMBER BACK-TO-SCHOOL EVENT

It seemed to go well and appeared to be better attended than the previous year's event.

Valerie has all the forms collected that night and has distributed data to people where it was pertinent.

She'd like a records coordinator to develop a spreadsheet of people who volunteered.

Milan would like to see an activity set up for the young people. He volunteered to spearhead that next year.

STUDENT COUNCIL REPORT

Milan reported:

Spirit Week: Oct. 29-Nov. 2.

The students have multiple ideas, including Pajama day, Gender bender day, Rainbow day and many others.

He suggested he'd gather the best ideas and send it by Kristin for vetting.

Noah Talbot is designing a logo for the school.

Daniel suggested they were done, but Milan hasn't seen the draft designs yet.

Students will vote on their favorite.

He's working with Alison, a senior, to get photos taken for social media posting.

He's working on the various student groups to accelerate progress on various activities.

FACULTY REPORT

Daniel reported that there seems to continue being a communication breakdown among the various groups.

Valerie reminded the various reps that they serve as liaisons. They need to bring their group's information to us and share what they learn at our meetings with their groups.

Shana suggested we use a Google Classroom to serve as a forum for information sharing.

KUDOS

New volunteers: Thank you!

Thank you for Back to School Night efforts!

Carolyn Christ Wright - Fantastic work on the Dance!

Erika Hergenreder-- great work on Bistro!

Louise Pryor: AWESOME signs at Back to School Night!

Milan offered thanks to all the people who shuttled students for the Shady Creek Field Trip.

NEXT MEETING

Nov. 7 at 6 p.m.