Parent Retreat, July 15, 2018

PRESENT: Louise Pryor, Kristin Mayville, Valerie Goulding, Suzanne Doyle, Dian Schaffhauser, Celine Negrete, Daniel Elkin

FORMS:

Valerie encouraged us to go through the documents as soon as possible that she has put together. There's a message for parents and a set of volunteer positions.

These will be handed out in the parent packet, sent by email and emphasized on social networks.

Kristin will look at developing a parent packet to hand out to all attendees to the orientations.

Valerie's questions: Should we include drivers? She checked in with Yuba River Charter School about the process and communicated that in the volunteer position document. The school should manage the paperwork accumulated during that process.

Louise, as vice president, could manage the list of people who sign up for different volunteer opportunities.

Are there other opportunities where chaperones are needed besides Wilderness Week or dances?

Also, we should add "and other overnight field trips." For example, the college visits need chaperones.

Valerie suggested Louise send out some documents to the Bitney Community just to give a different name to some of our communications.

Valerie suggested email addresses:

[Chartercouncil@bitneyprep.net](mailto:Chartercouncil@bitneyprep.net)

[Parentcouncil@bitneyprep.net](mailto:Parentcouncil@bitneyprep.net)

Those could be forwarded to the appropriate leaders for those roles. For parent council, that would be Valerie and Louise.

Kristin will set those up.

Dian will move the volunteer list into a Google form.

BITNEY DIRECTORY

We agree that this is a great idea. Valerie suggested a directory for parents and another for students.

PLANNING STUDENT ORIENTATION

This takes place on August 14 and starts at 6 p.m.

Louise will manage food for this. Valerie suggested healthy and sweet snacks.

Valerie: Veggie and dip

Suzanne: Brownies

Valerie will speak as a rep from Parent Council. She'll request volunteers to staff tables for the back-to-school event.

*Valerie proposed Parent Council fund dinner for teachers, so they'll stick around for the new parent orientation.*

*Suzanne seconded that.*

*Approval was unanimous: We will pay $75 toward that.*

BACK TO SCHOOL EVENT

This is the event on September 6 where we want people to dial into all the activities

Valerie suggested we make it a pizza dinner. That should get people in the door.

Parent Council will provide salads.

As raffle prizes:

Celine will donate Onyx tickets

Suzanne and Di will donate Starbucks.

Valerie will donate services from her spa.

Should we provide childcare? Kristin suggested that. We decided not to pursue that since we don’t believe there's a need.

We think the focus for back-to-school should be on parents meeting their students' advisors.

After the common presentation, then each parent should be sent to the advisors' classrooms.

Suzanne suggested that passport entries need to be stamped by advisors to be considered eligible for the drawings.

Daniel suggested we create a volunteer position: class liaison for each grade.

During our parent council meeting in August we will decide who will staff each table.

Valerie will design the passport.

CREATION OF PC SHARED FOLDER

Kristin will do that through the school account.

Valerie will help her do that if she needs help with that. She will also give Kristin a list of people who need access.

BITNEY BEAUTIFICATION

Kristin doesn't know anything about the paint donated by Yuba River.

Kristin said the biggest concern is the state of the grounds. She's used to having a groundskeeper handle this stuff.

What's most obnoxious. Plants are ratty and dying. Those need to be cleaned up. The horticulture needs the most attention.

A Bitney workday: Great idea! What needs to be done. Who does it? What supplies do we need?

Suzanne will ask Connie if she could come and evaluate the site that we could do quickly and inexpensively.

Also, Kristin would like to see the front entry inside the administration building cleaned up and brightened up.

*Valerie proposed we fund the replacement of carpeting.*

*Suzanne seconded the motion.*

*The parent council approval was unanimous.*

Kristin will get pricing from Young's Carpet 1 and Bob's Discount Carpeting and will report back via email to let us know about the cost.

We will have a workday on August 12. Starting at 8 a.m.

THE BISTRO

Jane will cover one day: Monday.

Valerie will cover one day: Tuesday.

Wednesday is covered by staff, who put out free food for kids still on campus.

Dian and Tom will cover one day: Thursday.

We need a fourth person to cover the fourth day and a fifth person to handle grocery shopping.

Valerie would like the parent council liaison to the charter council to discuss the open campus policy.

Valerie will put out a note to the community to seek a volunteer to cover Friday.

FUNDRAISING GOALS

Valerie would like us to create an evergreen platform for the annual giving campaign. The idea is that people can come in and say, take out $100 every month from my account.

Kristin believes that Lisa could sort that out for us. It needs to be handled before the New Parent event.

It needs the ability to capture:

* Who's your student?
* What grade are you in?
* Charge this amount for x number of months.

Valerie also suggested we formalize our fundraising goals:

"Bitney beautification"

Kristin will work with somebody on identifying safety and upgrade opportunities.

* Grounds upkeep and improvement
* Flooring
* Maker lab build-out

Daniel suggested we hit up the Re:Store for sponsorship.

Kristin and Valerie will work on that.

ACCOUNTING

Kristin said she was advised by the county that we should keep a separate account for our fundraising efforts. We'll need our own Tax ID number and non-profit for that.

She said setting up the separate account would simplify certain kinds of purchases, such as thank-you gifts.

Suzanne said we could the non-profit as a way to simplify the process of transferring funds over to the school for specific purposes.

Suzanne will talk to Jeanne Doty about how that was done for the Beckville Coop.

PARENT COUNCIL CYLE AND NEXT PC MEETING

Charter council is the second Tuesday of the month.

Celine suggested the first week of the month for PC meetings.

Here are the first Tuesdays for the year (with an exception in January 2019).

August 7

September 4

October 2

November 6

December 4

January 8

February 5

March 5

April 2

May 7

June 4

Meetings begin at 6 p.m.