

RASKOB PARENTS' ASSOCIATION

MEETING MINUTES 10/2/15

Attendees:

Administrators - Edee Ben Ari & Jessica Baiocchi

Parents - Gretchen Ferreira, Leland Traiman, Shelley Friedkin, Barry Mohn, Sarah Willner, Eddie Gunn, Paige Fleung, Lisa Scheffer, Greg Brohn, Julie Porte-Vega Sandy Chapik, Mark Headley, Amy Schoenblum, Erica Dennings, Marianne Mitosinka, Karen Kelley, Phillip Wright.

- 1. Welcome and comments by RPA president.** (Marianne Mitosinka)
 - a. Introduction from each attendee at the meeting including their name, child's name/grade and any role they have in the school or RPA.

- 2. Review and approval of minutes of the last meeting:**
 - a. Minutes from September 4th approved.

- 3. Comments from the Raskob Administration:**
 - a. Student volunteers from HNU (Edi Ben Ari)

Seniors from HNU are volunteering in the Raskob classrooms. They are very enthusiastic and a great support to both students and teachers. They are never left alone with the students.
 - b. Fine Arts Event Program (Jessica Baiocchi)

HNU has \$6,000 budget available to host a fine arts event. The event will be available to the Raskob community (possibility as an assembly) and the greater HNU community. Please send ideas for potential fine art performers to Jessica by next Friday (10/9). Jessica will put together a proposal and submit to HNU.
 - c. HNU/Raskob lunch program (Jessica Baiocchi)

The Epicurean Group, a green food business, can provide school lunches for Raskob students. They source local, fresh, organic food and can provide a variety options (i.e. vegetarian). Parents order and pay through an on-line system and lunch is delivered to the school. Jessica will then arrange for lunch to get to respective students. The Epicurean lunch program proposal will be finalized in November. Potential program start date is January 2016. Pizza Wednesdays will continue.
 - d. Library Improvements (Jessica Baiocchi)

Jessica is working with San Jose State & the HNU librarian to improve Raskob Library. Financial proposal provided to attendees. Phase I of the improvement requires the library close down temporarily while the spruce up happens. All existing books will be cataloged. Phase II of the improvements will look at books and resources needed to

supplement the existing library catalog. The budget (total \$940) to make the suggested improvements for Phase I was approved by the RPA.

e. Coffee Friday (Jessica Baiocchi)

Attendance has not been good. Teachers enjoy the coffee and a few parents attend. Need to think about how to make it more successful and get more parents involved. Possible suggestions: more signage, administrators to attend.

f. Teacher Professional Development update (Edee Ben Ari)

In addition to school's ongoing professional development, the following teachers are pursuing other professional opportunities:

- Polly Meyer (Clinic Director) is going to Chicago for the Association of Psychotherapists Annual Conference.
- Megan Sweeney (science teacher) is currently taking an online coding class offered through Harvard.
- Valle Cortez (elementary) is taking a math series training through teacher support store in San Jose.
- Hillary Cohen (elementary) is encouraging staff to engage in the understood.org LD webinars.
- Nicolet Hagstrom (writing teacher) completed a video production and on-line coding class in the summer.
- Mark Lopez (history teacher) completed a 2-week Civil War teacher fellowship in the summer. Only 25 teachers are chosen for this fellowship nationwide.

g. Technology budget/proposal update (Edee Ben Ari)

Edee is preparing a new technology proposal spearheaded by Nicolet. This will be sent out shortly for review, and will be officially presented at the next RPA meeting. Last year the RPA allotted \$8K for technology and Phil will review last year's accounts for any remaining funds.

4. Treasurer's Report.

a. Presentation of draft budget for 2015/16 and update on finances. (Phil Wright)

Notes: Budget will need another adjustment based on library motion approved at this meeting. At the last meeting RPA approved funding for the basketball jerseys. A generous parent has donated the cost of the soccer and basketball jerseys, therefore RPA does not have to cover this cost. The budget was approved.

5. Fundraising

Script Pro (Erica Dennings)

The board is considering establishing Script Pro as it has the potential to be a big money maker. Through Script Pro (Raskob account) parents are encouraged to buy gift cards (Amazon, Macys, Target, Petco, and many more). Raskob would then receive a discount, for example Macy's \$50 card costs \$45 and Raskob keep the \$5 discount. The program needs a lot parent volunteer commitment to keep it running. Not sure when to roll the program. Consensus reached that Script Pro should be piloted for two months as a first step.

6. Book Fair 11/4 to 11/6.

a. Update (Julie Porte Vega): 14 volunteers are signed up to help. Funds from book fair go directly for classroom and library books. Raskob teams up with Laurel Book Store and Raskob earns 20% of total sales in the form of a credit to spend at Laurel Book Store (target income from the fair is around a \$1,000 credit). The Raskob community selects the books for both students and adults and these are added to an order form. Orders are then made and books are delivered one week later. Room parents need to send out a link (provided by Julie) asking for book suggestions to include on the order form. Julie needs to give the suggestions to Laurel Book Store by mid October. The book fair will take place in the library. Julie is working on the schedule.

6. Parent Education. Parent education (Amy Schoenblum): A speaker for the week of book fair has not been found. Possible ideas: Nutrition evening, parent movie night on dyslexia. Amy is researching and open to ideas.

8. Fall Parent Party.

a. Discussion of casual event so that parents and guardians can meet one another (Mark Headley) Social event for parents only- agreed date Saturday November 7th. This is not a fundraiser, only social time for parents to get to know each other over wine and snacks. Possible venue is Mark's house – to be confirmed. Parking may be an issue.

9. Signs.

a. Update on improving signage for meetings (Caitln McCain - absent)
Caitln created the current vinyl signs and they look great. We need a handmade sign to publicize Friday coffees. The sign can be put up on Thursday and Friday to encourage parents to stop.

10. Closing Comments.

- a. Reminder that the Teacher Appreciation Breakfast is 10/15, the Book Fair is 11/4 to 11/6 and that our next RPA meeting is 11/6.
- b. On-line Event Organizer: We have common event organizer with Raskob account set up (<http://www.signupgenius.com>). Contact Julie Porte Vega for account details.
- c. Landscaping: Edee sent out request to HNU's new VP to review the pending landscaping proposal. Waiting for response from HNU.