

**Heritage Charter School
Parent Advisory Board**

**September 30, 2008
Held at Digital Academy**

MINUTES

The Parent Advisory Board meeting was called to order at 1:05 p.m. by Tammy Cummings.

Those members in attendance were Jami Baar, Stephanie Boren, Tammy Cummings, Marc Lindsey, Jacqueline Thompson, and Kathryn Turner-Arsenault. A quorum was present at all times. Also present at the meeting were Jennifer Cooper, Director of Digital Academy, and Palma Holland, Director of Heritage K-8 Charter School. Parent Elizabeth Lock was present to discuss an idea for a school cookbook fundraiser. Parent Anna Barton was present to discuss possibly offering “Zumba” as an afterschool club. Parent Sandra Mendoza was present to discuss a possible t-shirt fundraiser. Also present were Kristin Bueller, a potential Digital liaison; Marna Farwell, a potential Digital liaison; and parent Crystal Chatton.

Motion: Tammy moved to approve the agenda. Stephanie seconded the motion. The motion was approved unanimously.

Motion: Tammy moved to approve the Minutes for the September 9, 2008, meeting. Jami seconded the motion. The motion was approved unanimously.

Approval of Correspondence Prepared on Behalf of PAB:

There was no correspondence prepared on behalf of the PAB that needed to be approved, but Kathryn advised that she has sent San Diego Ag in the Classroom a letter stating that part of their grant funds has been spent on gardening-related books for the library to celebrate Johnny Appleseed Day.

Communication from Committee Chairs or Committee Members:

There were no communications from committee chairs or committee members.

Communication from school staff, parents, or the public via Board members:

Elizabeth Lock, kindergarten parent, has an idea for a school cookbook. She had done a lot of research on the different options available and the method(s) by which the recipes would be collected, organized, and printed. She said that she will be the coordinator of the book and she needs at least 200 recipes from the school’s families. The name of the book, in keeping with our school’s mission, would be “Recipes from Our Heritage.” It is late in the year to make a cookbook as a possible Christmas present, but selling the books in anticipation of Mother’s Day might be a good idea.

Anna Barton, a sixth grade Digital parent, would like to teach Zumba, which is a Latin dance-based exercise program, as an afterschool club. She proposed to begin the classes in January 2009 and continue through May 2009. She would offer the program once per week for 5th, 6th, 7th, and 8th graders, as well as parents and ECHS students. The classes would be opened to Kindergarten through 4th grade after Anna receives her certification for that age group. The cost would be \$120 for a semester. There was some issue with where the classes would be held, as YMCA will be using the multi-purpose room for its afterschool day care beginning in mid-October.

Sandra Mendoza, a second and fourth grade parent, presented her ideas for a t-shirt fundraiser. Through her work with a vacation bible school she has much experience with designing t-shirts for special occasions and groups and also sourcing and pricing those t-shirts. There was general discussion regarding how Heritage might best take advantage of a t-shirt that was designed just for us.

After the three presentations, there was much discussion among the Board about whether additional fundraisers (beyond those already authorized by Coach Snyder) would be appropriate for this year. Some members of the Board felt that an emphasis on “team building” as opposed to fundraising could make this a worthwhile project. There was no true consensus apparent during the meeting; no motions were made; no decisions were reached. Palma liked all three ideas and wanted to discuss them at the October 14 meeting. The Board agreed to discuss the “new fundraisers” issue further then.

Recording of E-mail Votes Taken Since the Last Meeting in Minutes for this Meeting:

Tammy moved to approve the expenditure for the attached items, with funds first being taken from the technology designated funds, followed by the technology budget line item, with the total expenditure not to exceed \$10,000. Marc seconded the motion. Tammy, Marc, Jami, Kathryn, and Stephanie voted in favor. Jacqueline and Andrea did not vote. The motion passed. (The “attached items” were attached to the e-mail, and a copy will be attached to the Minutes of this meeting when the Minutes have been prepared.)

Financial Report

There was no financial report because Andrea was absent. However, the PAB was happy to learn that Jacqueline has already made \$19.27 from the recycling portion of the “White Tigers Go Green” program.

Old and New Business

Stephanie has put together a list of items that are needed to update the staff lounge, the maintenance men’s “lunch room” (their storage room), and the bathroom in the administrative office. We will be asking parents to purchase or donate items on the list and to participate in cleaning, organizing, and painting the staff lounge and the lunch room. If the Lowe’s Grant competition has not yet closed, we will be seeking money from Lowe’s to purchase tools, paint, and other items required to bring these rooms up to snuff. Stephanie’s budget is \$500 and includes the gift cards for the staff’s birthdays.

Palma told the PAB that there is going to be a craft fair on Thursday, December 4, 2008, in the evening, in the multipurpose room. The money raised will go to support the two libraries (ECHS and Heritage / Digital). This craft fair will not be run through the PAB; it does not require PAB to contribute any funds nor will any earned funds be deposited into PAB’s bank account. Anybody can sell. Anybody can come. Booths will be rented and Marcy Colwell is organizing the event.

Mr. Robertson has requested that PAB purchase “Flaghouse Beanbag Super Set.” At www.flaghouse.com, it is item #W14448 and costs \$51.80 plus shipping. The set includes 60 bean bags and a container. Mr. Robertson said a similar item might be found at the Learning Store or similar place, but this is the best information he could obtain from the web. Parent Tina Keester has researched this and says it is a super price at \$0.86 per bean bag plus the container. Other places charge between \$1.24 and \$1.46 for each bean bag. Tammy will make the purchase on-line. No motion was required as the total purchase is less than \$200 and is already permitted by our current budget.

Kathryn offered to get details about a donation that the Golden Omelet will make to the school each month based on 10% of the sales it makes to Heritage families during that month. Golden Omelet is currently advertising the program in its restaurant.

Jacqueline has proposed a possible change to the by-laws regarding requiring a majority of a quorum of the Board to vote in favor of an e-mailed motion as opposed to requiring a majority vote of the total membership of the Board. An alternative plan she suggested would be requiring every member to vote OR having every member acknowledge that he or she received the e-mail. Her concern arises from some hanky-panky in homeowners association e-mail votes that she is aware of that precluded certain members from voting as fairness would require. In general, the PAB felt, and Jacqueline agreed, that we don't have a problem with that at the present time but we will all try very hard to be aware of having open meetings, open communications, and effective notice to all interested parties. Jacqueline agreed that, if she believes the PAB e-mail votes are unfair in the future, she will bring it immediately to the PAB's attention.

Digital Liaison Report

No new liaison for the 2008-2009 fiscal year has stepped forward as of yet. Kristin Bueller, who has a sixth grade daughter at Digital, is interested in being the liaison. So are Marna Farwell, who has a seventh grader at Digital, and possibly Anna Barton, who has a sixth grader at Digital. The By-Laws only permit one Digital liaison, and only if Digital has no voting members on the PAB. However, the PAB's meetings are open to all parents and any Digital parent may attend. If there is to be an official liaison, that will be decided by Director Jennifer Cooper and the Digital parents.

Member Reports on Current Activities

Due to time constraints, there were few member reports at this meeting. Jami reported that Claudine Rumbawa is getting the dates for the book fair.

Adjournment

The meeting adjourned at 2:49 p.m. The next meeting will be held on October 2, 2008, at 6:00 p.m. (pre-meeting to prepare for All Parents Meeting). Other planned meetings include October 2, 2008, at 7:00 p.m. (All Parents Meeting); October 14, 2008, at 1:00 p.m.; October 28, 2008, at 1:00 p.m. Kathryn has posted at the admin office a flyer announcing these dates.

Tabled Business:

The following items for discussion have been tabled by the members but are listed here in the event that a member wants to revisit an item at a later meeting.

- Reverse 911 system and emergency notification procedures
- T-shirt sale
- Uniforms
- Hats/Visors

Respectfully submitted,

Kathryn Turner-Arsenault