

Sky Mountain Charter School Parent Council Meeting Minutes

By Zoom Teleconference

1423 W. State Street Suite A, Redlands, CA 92373

Tuesday, August 30, 2016 at 1:30pm

1. CALL TO ORDER

- Argi Sayari, SMCS Education Liaison, called the meeting to order at 1:34pm.

2. PLEDGE OF ALLEGIANCE

- Argi led all meeting attendees in the Pledge of Allegiance.

3. INTRODUCTIONS/WELCOME/ROLL CALL

- Attendees: Viviana McDonald, Christy Harker, Na'Comi Berman, Danielle Kuhns, Kimberly Ireland, Christina Thompson, Christine DeVries, Karen Cobb, Trinidad Vazquez, Tzippy Rav-Noy, Amy Ellis, Heidi Hall, Sarah Moore, Cindi Wallace, Andrea Rosser
- School and IEM representation in attendance: Argi Sayari, Cynthia Rachel, Sarah Coyan

4. HEARING OF THE PUBLIC

Members of the public may be heard on any item. A person addressing the Council will be limited to 3 minutes, unless the Site Administrator grants a longer period of time. Comments by members of the public on an item on the agenda will only be allowed during consideration of the item by the Council.

5. DISCUSSION ITEMS

A.Subcommittees; Argi Sayari

- In the past our subcommittees have been GEAs, spring testing volunteer, fundraising, graduation, and WASC focus groups. These subcommittees have been underutilized; this could be because some are no longer needed and/or because parents are not sure what to do with these subcommittees.

- Parent council would like guidance on what they are suppose to do to support the school with these subcommittees. Parents desire a clear understanding of the subcommittees and what the parents roles/expectations within those roles are.
- School would like to know what parent council members see as a good use of their time with these subcommittees. These subcommittees can be designed in a way that parents feel they can have the best impact.
- Parents would like to be more involved; Argi is willing to help facilitate that involvement.
- We need to start off by recognizing and acknowledging how parent council members see these subcommittees developing and then help to facilitate that.
- Recommendation for each subcommittee to have a lead chairman, this has been done in the past and would be a good practice to put into place.
- Concern expressed that the subcommittees feel a bit like a formality.
 - Cynthia Rachel addressed this concern; the current list of subcommittees is based on a five year old document; needs of the school have changed and the subcommittees may need to be looked at and changed. GEAs for instance, we now have staff to research and setups GEAs. If we keep the GEA subcommittee, the parents on the subcommittee can contact Argi and be involved in April/May/June for making GEA recommendations for the following year. The goal is to have GEAs planned and arranged prior to each school year starting.
- A concern was expressed that any parent can recommend GEAs so why is there a need for a GEA subcommittee.
 - Possibly, the GEA subcommittee might not be necessary any longer.
 - Possibly this subcommittee becomes more of a meet and greet subcommittee for setting up small group activity opportunities rather than GEAs.
- Suggestion for localized fundraising.
 - We would need to determine what the fundraising monies would be used for so people would know what they are supporting. Money earned through fundraising would be school money for all regions, even if earned during a local fundraising event.

- We now have a budget for graduation and will need less fundraising money for that each year. The money asked for to support graduation would be mainly be some overflow expenses.
- Fundraising can be treated similar to a PTA.
- ESs or administration could present proposals to the parent council fundraiser subcommittee to raise monies for an event to celebrate students, teacher appreciation, or for other possible avenues.
- Parent Council Facebook page; this is not an option because if at any time there is communication with a quorum (10 or more members) that is considered a serial meeting and is against the law.
- Subcommittee members can get together and have a meeting then share information at an official parent council meeting.
- Area Facilitators (AFs) are regional leaders; information on fundraising events can be communicated through AFs, ESs, Listserv, and Facebook announcements.
- There was a question about small group instruction with ESs. ESs can do small group classes through ESi. There is more information about ESi on the school website: [ESi](#)
- Parent Council members can email Sarah Coyan scoyan@ieminc.org or Argi Sayari asayari@ieminc.org with questions/suggestions/concerns about subcommittees so we can all work together to develop a framework for those subcommittees.

B. Parent Council Officer Roles; Argi Sayari

President: The role of Parent Council President includes:

- Facilitating the meetings
- Helps keep meetings on track following the agenda
- Helping with flow of communication between council members, subcommittees, and school administration
- Direct point of contact for Parent Council members and school administration

Treasurer: The role of Parent Council Treasurer includes:

- Authorized signer and account manager of the SMCS Fundraising Account (account is with Wells Fargo)

- Works with the fundraising subcommittee for transactions and oversight of the fundraising account

Secretary: The role of Parent Council Secretary includes:

- Meeting Minutes
- Parent Council correspondences
- Maintaining the contact roster
- Reminder phone calls and emails to help ensure a quorum for each meeting
- Sending emails with pertinent information to parent council members
- The SMCS Bylaws state that The Parent Council Secretary may but shall not be required to be a member of the Parent Council.

Parent council members requested additional information about these roles before volunteering It was decided to table the action item for this discussion item until the next meeting.

C. Parent Council meeting dates/time/year schedule; Argi Sayari

- Meetings will be held quarterly at 1:30pm at the Redlands Resource Center and via ZOOM teleconference.
- 2016/17 meeting schedule:
 - **September 27, 2016**
 - **January 27, 2016**
 - Late May/early June meeting date TBD
 - LCAP needs to be presented to parent council; this is usually ready to present in early June. We can try for late May but it will probably be early June.

D. Redlands Office curriculum area expansion needs; Argi Sayari

The Resource Center is working on expanding their curriculum area within the Redlands office. Our resources have outgrown the original designated areas. In order to do so we are changing the usage of some of the offices from traditional desk areas to shelving areas for our materials. This includes adding an Intervention Curriculum room as well

as a room designated for High School materials. Some of the current furniture will no longer be needed to meet our changing needs.

We would like approval to sell the following:

- 2 round tables
- 4 wood chairs
- 4 upholstered chairs
- 1 couch
- 2 desk chairs

We may also need to sell the following depending on the final layout and space needed for shelves.

- 1 additional round table
- 4 additional wood chairs
- 2 additional upholstered chairs
- 1 decorative shelf

Money received in the sale of these items would be reinvested into new items needed to retrofit the areas for materials. These items may include shelving, bookends, organizational tubs and boxes and other office furniture to meet the need of the new areas.

Denise Williams and facility department will work together to manage and oversee this process. Ed-code allows us to complete this process with parent council approval.

E. GEAs; Argi Sayari

- We are no longer limited to have GEAs in the counties we serve; this is exciting news!
- Please send ideas for next year to Argi; a Google survey went out to all families to provide an opportunity to include parent input for GEA ideas. Argi has received 17 responses on the form, ten of those have been added to planned GEAs. A couple of the suggestions did not align with what we are able to do, Argi is still looking into a couple of them. Argi is looking into the idea of bigger trips like to the East Coast and maybe even to Europe someday. For now, Argi would like to focus on staying in the state, perhaps a trip up north to the capitol. Parent input is very important; we value and welcome parent input and will do our best to accommodate parent feedback.

- Possibly a fundraising idea would be to earn funds for an international trip; typically those types of trips are paid for out of pocket by families.
- We are still not sure about overnight GEAs; that is still being looked into.

F. Vendor Relations; Cynthia Rachel

- Since July 1, 2016 SM has received over 100 vendor applications, 69 of those have been approved so far.
- When the vendor is the one filling out the vendor request rather than a parent filling out that form it speeds the process up a lot. There are a lot of questions on the vendor form that parents will not have accurate information for. Also, when a vendor fills out the form it ensures they are interested in becoming a vendor with us.

6. ACTION ITEMS

A. Motion to approve May 19, 2016 Meeting Minutes

Tabled until next meeting

B. Parent Council Officer Elections

- Motion to approve nominated SMCS Parent Council President
- Motion to approve nominated SMCS Parent Council Treasurer
- Motion to approve nominated SMCS Parent Council Secretary

Tabled until next meeting

C. Motion to approve elected 2016/17 SMCS Parent Council Treasurer as secondary authorized SMCS Parent Council bank account signer

Tabled until next meeting because meeting

D. Motion to approve the Redlands Office curriculum area expansion needs

****Christina Thompson moved to approve the Redlands Office curriculum area expansion needs, Christine DeVries seconded the motion. Motion approved by unanimous vote****

7. FUTURE AGENDA ITEMS

- Resource Center Availability

- PC Officers
- Subcommittees
- Vendor Relations (possible subcommittee?)
- SM Meet & Greet (possible subcommittee?)
- SM School Newspaper (possible subcommittee?)
- ESi

8. ADJOURN

- Argi adjourned the meeting at 3:06pm