

# MARINERS ELEMENTARY SCHOOL FOUNDATION

## September 2010 Board Meeting Minutes

SCHEDULED TIMES		ACTUAL TIMES		LOCATION
Start	Stop	Start	Stop	Monday, Sept. 20, 2010 Penne Ferrell Theater
7:00 pm	8:00 pm	7:07 pm	8:27 pm	

## ATTENDEES

### Officers

X <b>Mike Huntley</b> (Chairman)	X <b>Jaime Weber</b> (Vice President)	X <b>Jana Kalinowski</b> (Secretary)
X <b>Dianne Wells</b> (President)	X <b>Lori Williams</b> (Treasurer)	

### Board Members and Committee Chairs

John & Dana Agamalian	X <u>Christin</u> & Jon Gurka	X Michael & <u>Patricia</u> Stark
X Jason & <u>Meredith</u> Cagle	X Eric & <u>Susan</u> Marking	X Chris & <u>Nanci</u> Terry
X <u>David</u> & Teryn Clarke	X Jon & <u>Valerie</u> Minken	X Vince & <u>Cindy</u> Valdes
X Brian & <u>Laura</u> Cox	X John & <u>Julie</u> Patterson	X <u>Matt</u> & <u>Julie</u> White
X Rick & <u>Jami</u> Delgado	John & Georgia Richards	
X Brian & <u>Georgina</u> Forbath	X <u>Doug</u> & <u>Melissa</u> Robinson	

### Principal/Teacher Liaisons

Pam Coughlin	X Cathy Blue	X Bill Buchman
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### Additional Attendees:

Jeff Herdman  
Molly Kassouf  
Stephanie Henry  
Lizzy Reese

## MINUTES

### 1. Welcome (Dianne Wells)

- Welcome - Call to Order at 7:07 p.m.  
All attendees introduced themselves and shared what grade their children are in.

### 2. Reminders (Jana Kalinowski)

- Everyone was reminded to sign-in and that all voting will be conducted by e-mail.

### 3. Treasury Report (Meredith Cagle and Lori Williams)

- May and June financial summary reports were passed around.
- As of July 1, 2009 the Asset Balance was \$176,231.25.
- Music and Art expenses were paid in June.
- Beginning Asset Balance for 2010/2011 Budget is \$208,640.36.
- With income from Bench Tiles, 3<sup>rd</sup> of July and Art Walk there was approximately \$35,000 deposited with little expenses this summer.
- As of September 1<sup>st</sup>, \$35,880 was paid for the aides salary.
- Approximately \$40,000 has been written since beginning of school year, which includes the \$4829.00 for the new server.

- There will be 4 installments of 35,000 for aides/teachers throughout the year.

#### **4. Principal's Report (Cathy Blue for Pam Coughlin)**

- Mariners test scores are up 11 points and we are a 10/10 school.
- Last year we received a grant for 2<sup>nd</sup> – 6<sup>th</sup> grades using the Voyager Program to improve reading. The intervention program showed great progress.
- Mrs. Coughlin has students in her office regularly to work on Hands-On-Equations.
- We have 2 new teachers at our school this year, Mr. Danny Cribbs and Mrs. Stephanie Parole. Mr. Cribbs was at Woodland for 5 years and Mrs. Parole was a Mariners parent and teacher at Pomona.
- All of the teachers who received pink slips last year have found jobs within NMUSD.
- District Server: Adams Elementary is closing it's Mac Lab, so they are giving Mariners, 20 computers, 3 years or newer. The school district ended up giving us a server, so Mrs. Coughlin would like to use the \$4829.00 check to purchase new computers.
- Stop by the computer lab to see the 9 new beautiful computers that we helped purchase.

#### **5. 3<sup>rd</sup> of July Report (Meredith Cagle & Jana Kalinowski)**

- We brought in \$12,280 in sponsorship this year.
- We sold, 697 regular wristbands, 376 discounted, roughly 1100 total.
- The Net Income was \$18,500.

#### **6. Fall Fundraiser (Molly Kassouf & Jami Delgado)**

##### **a. Molly Kassouf: Chair**

- The Fall Fundraiser is on November 12 at Newport Harbor Yacht Club. The theme is, "Wig Out on the Water", costumes are optional.
- Alan Weisner is coming up with a logo.
- We are \$10,000 under budget from last year, which is thanks to Courtney Polovina for setting us up with a great deal at the club.
- Molly had a coffee at her house to sign up people for committees. There are still some areas they need help with.

##### **b. Jami Delgado: Auction Items**

- Donor forms and letters went out, new businesses letters still due to go out. More informal letters are going home to parents. She is trying to tap into gadgets and electronics, as well as looking for travel items.
- Letters and forms are in the front office.
- Dianne Wells, Laura Cox and Nanci Terry are on board.
- Jami will need help with follow-up phone calls and input.
- There will be a box for donations at the front office.
- Molly's house will be the drop-off for items and baskets. They will group and input items at her home.
- Julie Patterson's home will be used for wrapping and bid number assignments. Items will stay at the Patterson's until the event date.
- They would like for all board members to bring in 3 items.
  - Ideas for auction: RV and Vegas trips.
  - Balloon Pop: They will be increasing the amount this year.
  - Collecting more quality than quantity this year.
  - If we can find a jeweler to donate a diamond, we can have "Diamond in the Rough". This when a person purchases a glass of champagne for \$100 and there is one with a real diamond in the glass. There can be a gemologist there to check for authenticity.
  - Amazing Race: 60 people purchasing for event, Kim Farmer has offered to throw the end party.
  - Flipbooks for pictures, there is a photo booth and you take pictures that make a flipbook.
  - Bowling Night: John Patterson is working on this, sign-up at the fundraiser.

- 50/50 Money Tree: Patrons give \$25 to Mariners and put it on a tree and someone wins the tree at the end of the evening. Talking about legalities.

## **7. Pledge Drive (Dana Agamalian & Jaime Weber)**

- Dana and Jaime are doing well so far. The ladies are still working to get 100% participation.
- There are lots of new names and donors, some smaller donations.
- \$39,000 has been collected so far. Last year we collected around \$63,000-\$64,000.
- The goal is \$60,000.
- Pledge drive needs to coordinate with Underwriting.
- They are looking into corporate matching – Jaime will send an email about it.
- We have 761 students not including the preschool this year.
- Dana has also underwritten all the beautiful paper and printing for the Pledge Drive.

## **8. Website (Christin Gurka)**

- The new website is up and running.
- There is a new Save The Date section.
- Christin will add the link to the Weekly Reminders.
- Pledge Drive is still being run through Link Point.
- Lori Williams needs to have access to Link Point and Greater Giving. We need to send a thank you to Jason Lavin of Golden Communications for doing the website for free. We have discussed a complimentary ad in the directory as a thank you. Jaime Weber will meet with Lizzy Reese to coordinate.

## **9. PTA Report (Meredith Cagle)**

- First meeting is 9:15 on Wednesday, Sept. 28.
- Oct. 4-8 is the Book Fair, Red Ribbon Week is coming and Boo Fest is October 29<sup>th</sup>.
- Meredith discussed the changes in reading intervention and services for the upcoming school year.

## **10. Committee Jobs**

### **a) Ralphs (Stephanie Henry)**

- Last year, 263 families participated in the program.
- 67 people have signed up so far.
- 4% of all purchases go to the school, but there is a \$150 maximum per family.
- E-blasts notifications will be sent throughout the year.

### **b) Directory (Lizzy Reese)**

- To date, we have 46 ads, 29 business ads, and 17 family dedications.
- So far the directory has brought in \$12,470, down \$4000 from last year. We are expecting \$10,000 in profit.
- Directories will be sent home before students are excused for Winter Break.
- Lizzy is using Custom Suite 4 by Adobe to design and put it together herself.
- Maria Solomon is crosschecking information, as well as Melissa Robinson.
- They will need "proofers" in the near future.

### **c) Science Report (Patricia Stark & Teryn Clarke)**

- Discovering Science begins on September 29.
- Upper grades will use the science lab Mondays and Tuesdays.
- Lower grades will use it Wednesday, Thursday and Friday.
- Nine months of science instruction for 1-4 grades, Kindergarten will begin in January.
- The K-1 combination class had to be added, which was not in the approved budget.
- Discovering Science will be making copies on site.
- Mrs. Fogg will begin teaching until her son, Chris, is back in town.
- Patricia will be there the first week to make sure she has all that she needs.

- Foundation, not the district, will pay for Discovering Science. The checks will be issued at the end of the month on Fridays.
- Nine payments need to be coordinated with Lori Williams.

**d) Technology (Mike Huntley & Cindy Valdes)**

- They are working on the inventory for the campus, roughly every 7 years we need to replace computers.
- The Computer Lab Coordinator is Pam Lucier and she has records of everything.
- Sandi Vanian is doing the same job for PTA this year.
- Mike will be following up with Mrs. Coughlin regarding the check that was written for the server.

**e) Music (Patricia Stark)**

- Eleven students are in the band and 4 students are in the choir.
- Patricia is coordinating with Ms. Fairbanks.
- Patricia is to give spreadsheets and deposits to Jaime Weber.
- Mrs. Hoppy, who teaches Kindergarten music, is also paid for by the Foundation.

**f) Grants (Mike Huntley & Jon Minken)**

- Mike and Jon have been writing grants to groups with money that have services we can use. Examples of companies/groups are Beckman, Visio (flat screens) and Edmunds Lifesciences. Edmunds grant will notify in December.

**g) Bench Tiles (Cathy Blue, Georgina Forbath & Jennifer Osumi)**

- The tiles are complete.
- Mike Huntley will follow up with the bench purchase.

**h) Gift Cards (Julie Patterson)**

- Julie has sent out the registration form and is encouraging everyone to sign up online.
- Orders will be taken bi-weekly.
- There are added retailers, so look at both sides of the form.
- Hardcopies will continue to be sent out.
- For now, Home Depot and Amazon.com have immediate scrip now, which you can print.

**i) Art Walk 2011 (Nanci Terry)**

- Nanci will chair again, if it is held at the ENC.

**j) 4<sup>th</sup> of July 2011 (Melissa Robinson)**

**k) Facility Improvements (Jen Blanchfield)**

- Although Jen is no longer a board member, she is still interested in helping with campus beautification.

**11. New Business/Other:**

- John Patterson is working with Bill Hanck, the Foundation President at Newport Heights Elementary, to hold a Poker Night event.

**12. Call meeting to end at 8:27pm**

**Next Meeting, Monday, October 4, 7:00 p.m.**