**Friends of Porter Ranch Community School Booster**

**Meeting Minutes**

**January 17, 2020**

**In Attendance:**

* + - Evan Press – Vice President/Director
    - Ann Yoshizuru – Treasurer/Director
    - Kelly Markgraf – Secretary/Director
    - Alice Lee – Director
    - Kristi Matassa – Director
    - Arezo Abedi – Director
    - Therese Annes – Director
    - David Balen – Director (early departure)
    - Khandha Packirisamy – Director (late arrival)
      1. **Call to Order:**
* Evan Press called to order on 7:57 am on January 17, 2020
* Confirmation of quorum reached
* Motion to approve December minutes by David Balen, Kristi Matassa seconds, unanimous approval, no abstentions.
  + - 1. **Treasurer Report**
* Received another $3K from company matches for GIFT.
* Overall budget shortfall is currently $33K ($10K improvement from December).
  + - 1. **Learning Academy Updates**
* Ms. White:
* Arts: First elementary Shakespeare study is completed and the students loved the program. Dance for 3rd and 5th is kicking off now.
* IXL Math Program: Renewal for IXL agreement is up. The renewal cost is $3K for Jan 2020-Jan 2021. Currently, seven elementary teachers use IXL. The Board recommends that teachers collect funds from students if they want to continue use or move to another math program that is already funded.
* Teacher trainings: Three teachers will be attending Write from the Beginning training, substitute teachers will be needed to cover days where the teachers will be out. Confirmation that the substitutes can be paid from the established teachers trainings budget. Kinder conference is $812 for training and $1400 for substitutes. Write from the Beginning registration is free and $1800 for substitutes. Board agrees the $812 registration fee can be covered by the existing $3K elementary training budget.
* Ms. Amighi:
* MS Laptops: The policy requires some updates. Ms. Amighi spoke about specific requested changes to documents and request for labeling of students name on each laptop. Discussion around loaner laptop and power cable management for when the students forget the laptop at home. Teachers have requested an assembly before delivery of the Chromebooks to talk about rules and habit for the laptops.
* Request for Mr. Baraska to triage technical issues. Evan, Christine and Ann will determine if Booster can pay Mr. Baraska directly and if so, vote for funds will be completed via email.
  + - 1. **Principal Report – Mr. Saunders**
* New vice principal, Shawn Guidry, will start on 1/27
* Security update: The school has been making updates to the security protocols including tightening up the gate opening and closing times.
* 21st century learning focus: Mr. Saunders is pulling together a team to evaluate “maker” opportunities for learning about design, building and improving design based on testing results. Mr. Saunders would like to add parent participants next month.
* Play Structure: The assigned District project manager changed and we haven’t received an update on timing. Mr. Saunders to follow-up to determine new contact information and relay frustration by the PRCS community that the structure has not been installed.
* Intervention funding: $50K came through over the holiday break. It is required that a plan be submitted for the expenditure of the funds. Mr. Saunders drafted the plan over the holiday break and submitted for approval.
* School Nurse Update: Mr. Saunders continues discussions with the district. They continue to request that Booster cover 1 day of nursing weekly.
  + - 1. **Committee Reports**
* **Golf Tournament:** Moorpark Country Club has agreed to host on a Friday in May. Committee working to finalize date – aiming for May 15th.
* **Corporate Sponsorship:** Alice has been reaching out to contacts and maintaining relationships.

1. **Next Board Meeting of 2019-20**

* Next booster meeting is Friday, February 21st at 7:45 am, Room TBD

1. **Adjourned 9:20 am**