

# **Medea Creek Middle School PFC Executive Board Meeting Minutes February 2 2006**

Keyla Treitman, Medea Creek Middle School Parent Faculty Club President, called the Board meeting to order at 9:05 a.m.

Approval of Minutes: Motion made by Rose Covert, co-treasurer, and seconded by Lisa Phillips, Vice President, to approve the minutes of the January 12, 2006 PFC board meeting. All approved.

President's Report: Keyla Treitman thanked Maria Powell for supporting the PFC "No Frills" campaign by donating the promotion banner now posted in front of the school. The next PFC meeting will be March 2nd.

Treasurer's Report: Rose Covert reported 80 library books were purchased from the teacher's wish list. The board discussed policies and procedures for payment to individuals employed by OPUSD who provide services for MCMS PFC. The employee shall provide a request for compensation via the check request form. Upon approval by the Principal, and with the President's agreement, a check will be issued to MCMS-Donations. The office manager for MCMS will be given the check and will work with the employee to ensure appropriate compensation is made to the employee. Payment for services rendered on behalf of MCMS PFC may not be made directly to an OPUSD employee. Keyla reviewed the teacher's wish list and said beautification will start soon with \$3,000 approved for this. Susie Flores has been working on donating trees. Keyla will follow up with Amanda regarding potential grants. Barbara Schwartz moved and Lisa seconded approval of the treasurer's report. All approved.

Principal's Report: The Principal and Vice Principal could not be present today.

No Frills: Lisa reported for chairperson Jean Keaster that 186 families have contributed to No Frills. Three more corporate matching funds came in. The total collected is \$27,120. Jean is continuing to work towards the completion of the plaque. Lisa gave a special thank you to Maria Powell for her donation of the No Frills banner. Jean and Lisa are continuing to work on the possibility of sending out a new letter to generate even more family participation as they look toward the goal of 400 participating families. The PFC board agreed to support mailing costs. The goal would be to do this in the next few weeks.

Book Fair: Discussion was held regarding a fresh approach to fundraising with books. Ideas ranged from purchasing 25 popular books to sell at registration to connecting selling books with a service, such as ice cream or the morning hot cocoa. Discussion was also held regarding raising funds with a used book exchange. Barbara will speak with Librarian Lynn Paniz to get her input for ideas to promote and sell books.

Open House: Keyla reported chairperson Sue Siegel has begun calling volunteers to organize a mid-February meeting.

Jump For the Heart: Will take place March 2nd.

e-Communication: Keyla will plan to include items on A/R books, Jump for the Heart, and a reminder of the Open House meeting.

Rose brought up the district Master Plan and commented it is a difficult document to work with online. She asked Keyla if the district could break this down by school.

Keyla said the high school PFC is sponsoring a speaker on the topic of internet safety. It will be a parent

forum taking place in March. The PFC asked Keyla if the MCMS PFC would like to contribute to the \$400 cost for a district-wide forum. Keyla said she will contribute \$100 to this speaker from the \$250 president's discretionary fund.

Keyla asked Rose to review the MCMS PFC by-laws. Keyla would like to hold a board meeting this school year to update the by-laws.

The meeting was adjourned at 10:25 a.m.

Recorded by PFC secretary Barbara Schwartz

Attendance: Keyla Treitman, Lisa Phillips, Rose Covert, Barbara Schwartz