



**SMS Parent Faculty Club General Meeting
September 1, 2020 6 P.M.**

Attendees*: Angelique Ball, Jen Kohl, Daralyn Christensen, Audrey Nagle, Hope Tompkins, Teri Stevens, Stacey Capitani, Julie Murrell, Julie Gerien, David Garcia, Jose Vallejo, Yoana Ildefonso, Elidia, Josue Munoz, Miriam Morales, Rosalva, Coinda, Chris Perez, Joe, Stanley, Hesneydi Fuentes. Anabel Tapia, Chase, Mariana Alamilla, Emely Anguiaro Gonzalez, Yadira Zamudio Correa, Maria Jamouich, Marissa Martinez, Maria Betancourt, Hotacket, Nora Coronado, Elviria Vallejo, Maria Jano, Jo Se, Yessenia Jaimes, Jacqueline Swank, Andrea, 924421, Galaxy A20, iPhone

*Due to the Zoom call environment, it was difficult to capture all participant names. Moving forward, we will ask everyone to sign in via chat so we can get an accurate roll call to include in the minutes.

- **Call to order:** Angelique Ball @ 6:08 p.m.

- **President's Report, Angelique Ball:**

~ Angelique welcomed meeting attendees and was surprised and pleased at the large turnout. Because the increased attendance was unexpected, a Spanish translator was not present, however there will be at the next PFC General meeting. Additionally, minutes from tonight's meeting will be available in Spanish on the PFC website.

~ Although school is not in session on site, there are still tasks that need to be delegated such as fundraising help, campus clean up and text book delivery.

~ When the FPC Board determines a fundraising plan, an informational email will be sent to SMS parents asking for help.

~ Garden Grant Update: SMS received a \$2,000 grant from Whole Foods last year for the gardening program. The grant had specific guidelines on how the monies could be spent (maintenance and fencing were not included). A portion of the grant, \$800, remained from the previous year. The funds were used to purchase cooking equipment and supplies for garden teachers, as well as nutrition education posters for locker rooms and Whole Foods gift cards. A stipulation of the WF grant involved SMS providing social media publicity about the grant, which did happen, thankfully pre-Covid. Angelique gave a shout out to the previous PFC Board for initiating the grant and facilitating publicity around it.

~ Angelique asked Jen Kohl about the possibility of high school football players coming in to assist with garden clean up as in years past. Jen mentioned that a SMS family has volunteered to help clean-up the garden and repair the fence, along with the garden coordinator.

- **Principal's Report:**

~ Back to School night is Sept. 23rd featuring English and Spanish webinars, as well as teacher posted videos from the various classes. During both the webinars and teacher videos, parents will be asked to submit questions so SMS administration can capture parent concerns and provide feedback.

~ Currently, the District is still in Phase 1 of Distance Learning.

~ Text book delivery will take place the week of Sept. 8. Parents will receive their pick-up schedule dates/times soon. Text books will be checked out by our awesome librarian Kristi Leamer. During pick-up, students will also receive music instruments (if applicable), art supplies and each student will receive a school planner. The planner is another tool for parents to check in with students on their assignments.

~ Jen was asked about Phase 2 Distance Learning. She reported that the District is monitoring the county watchlist closely. Jen reminded the group that the county would need to be off the watch list for two weeks before in person school could resume. Jen also shared that she subbed for two 6th grade classes, and while it was hard, she had a great time. The students are smart, ready to learn and enjoyed her spending time in their classes.

~ Stacey Capitani, SMS parent and Grant Writing Committee Chair, thanked Jen for her leadership during these crazy times. Additionally, Stacey attended the NVUSD Superintendent Parent Advisory Committee Meeting the night before and shared that \$12.5 million has been allocated to Napa county schools for Covid relief to make sure classrooms are safe when school does resume, new technology for students and to provide food delivery service to students in need. Stacey also reported that news of possible school reopening could come as early as the week of Sept. 7 and that parents would receive a survey about choosing either the phased in approach or continuing with Distance Learning.

- **Treasurer's Report, Audrey Nagle:**

~ The PFC bank account switch from Mechanics Bank to First Republic is final and the transition is going well.

~ Current PFC expenses since the beginning of the 2020-2021 fiscal year (July 1) total \$2,554.59. This figure includes some carry over from the previous fiscal year, as well as art supply expenses and books (The 7 Habits of Highly Effective Teens) for students in leadership, yearbook and Layla classes, (a collaborative connector class with other Napa

schools). When the three classes are finished with the books, they'll be available for students to check out at the library.

~ Income for the same period includes \$230 from the We Are Napa T-Shirt fundraiser, generated with the help of Julie Murrell and Julie Gerien (Fundraising Committee Chairs). Amazon Smile (which donates 0.5% from Amazon purchases for those who designate SMS as their recipient), generated \$56 for the school. The yearly budgeted amount for this category is \$250. Income from the two above named sources totals \$290, so we have already surpassed the budgeted amount for the year.

~ 2019 taxes and an amended 2018 return have been filed. Due to the IRS closure due to Covid, we have not heard back yet about possible penalties.

~ The book purchase for Leadership and the two other classes created a roughly \$800 discrepancy in the Leadership budget of \$500. Audrey asked Jen if funds from other budget categories could be allocated to cover the discrepancy. It was decided that \$500 from the Principal Support category and \$300 from the Library category would be moved to cover the cost of the books.

~ Lastly, Audrey commented that at some point, the group will need to determine if we want to continue to pay for QuickBooks online, as we are currently utilizing the service at a discounted 3 month trial rate and it's working well.

- **Fundraising:**

~ Angelique reported that because students are not physically at the SMS campus, we are unable to send fundraising information home via packets, which makes fundraising efforts more challenging. Additionally, we are trying to be sensitive about asking parents to donate money at this time and have brainstormed ideas that are relevant to the Covid situation.

~ Since traffic at the school is non-existent, it's difficult to continue business and family sponsorship asks, banners that hang in the parking lot, because the banners aren't receiving typical in school drive by exposure. Rather than continue the banner program, we could initiate a "Fund A Need" sponsorship request, where businesses/families support things like art classes for students, however at this point, it's hard to gauge what the needs are. The sponsorship program is on hold for now, due to online tools which elevate the need for supplies at this time. In addition, SMS will provide some art supplies to students enrolled in art classes.

~ The PFC will meet with the Fundraising Committee to discuss the following three virtual fundraising ideas and how to best implement them. After the meeting, information on the various programs and how to sign up will be shared with parents. If meeting attendees have fundraising ideas, they were asked to contact the PFC.

1. Amazon Smile: Asking SMS parents who shop on Amazon to sign up SMS so the school would receive 0.5% of their online purchases. This is an easy, free program

that could bring in funds year-round. It hasn't been widely promoted in the past, however with some effort getting the word out, it could be a big success.

2. **Farm Fresh To You:** A subscription service where customers sign up to receive a box of fresh fruits and vegetables. The program would donate 10% to SMS when families subscribe. Subscriptions can be weekly, bi-weekly or monthly and families can customize the produce they want delivered. This could be another great ongoing revenue generating program.
 3. **Gift Cards:** An online program that donates a certain percentage back to the school when gift cards are purchased. Families could implement this easily since some of the merchants who participate in the program include grocery stores. As we are heading into the holiday season, it could also be a great way to give gifts and support SMS. More info to come.
- **August Minutes were approved.** Audrey motioned to approve; Angelique seconded.
 - The next FPC Executive meeting is October 6 and the next General PFC meeting is November 2. Angelique invited attendees to visit the PFC website page, which can be found on the SMS website under "Community" on the homepage. Parents can refer to the page for PFC meeting dates, past meeting minutes and other PFC communication. Moving forward, Parent Square will tie into the SMS website for ease of communication. Lastly, a Spanish translation of these meeting minutes will be posted.
 - **The meeting adjourned at 6:59 p.m.**