**gaDailard School Foundation**

**Board Meeting Agenda**

**October 8, 2024 at 5:30 pm via Zoom**

**Zoom Meeting: 868 7814 5930**

**Password: 626366**

[**https://us06web.zoom.us/j/86878145930?pwd=55OvJhdkAcIuMlQyniej7jCmNeTQgj.1**](https://us06web.zoom.us/j/86878145930?pwd=55OvJhdkAcIuMlQyniej7jCmNeTQgj.1)

**Call to Order: 5:33pm**

**Roll Call**

| **Eric Wilson ✔** | **Yuri Aguilar ✔** | **Pegah Tomac ✔** |
| --- | --- | --- |
| **Lorie Mckee ✔** | **Jen Benson ✔** | **Jennifer Wan X** |
| **Robyn Russell ✔** | **Jenn Green ✔** | **Courtney Ware X** |
| **Carlee Yanagi ✔** | **Sara Graham Hanau X** |  |
|  | **Elvy Morey ✔** |  |
|  | **Megan Secviar ✔** |  |

Approval of [DSF Board Meeting Notes 9.10.24](https://docs.google.com/document/d/1L8OLH__kEQ0tfPvoB1OgUxZ3nnGQ1IGyICrDJfUTKT0/edit?usp=sharing)

* Motion: Megan Secviar
* 2nd: Carlee Yanagi

**Principal Update:**

* Garden grant
  + Garden grant is moving. Diana picked someone.
  + Each class will get 3 sessions per year
* 1st grade math night
  + Great turn out, parents walked away with lots of ideas
* Beverly Fitzpatrick will be on campus tomorrow to say hello

**Teacher Items:**

* Nothing at this time

**Agenda Items:**

**Actions Taken/Completed:**

* Rugs
  + Jennifer Wan is the lead on purchasing the [Rugs](https://docs.google.com/spreadsheets/d/1LHYxKJwcgiOLoL5t0FJbEhdn9uGXJ2SeidTObOOi850/edit?usp=sharing) - should be arriving soon
* Dog Poop Concerns
  + Elvy- purchased bags and signage from Amazon, Mac has placed signage and bags
  + Megan- contacted City and they will be putting in a doggy bag stand

**Elvy:**

* Sarah is willing to be Communications for 1 more year- thank you!
* G&G
  + Starting next month
* Jogathon
  + Planning has started
  + Leah is going to be Jogathon chair
  + Megan will do sponsors with Jenn Green
* Tables
  + We are one table down so we have 15 working tables.
  + Elvy would like to order 4 additional white 6 ft tables from ULINE. She still need to measure to be sure it’s the 70x30, but it should be less than $500. ($105 each)
  + <https://www.uline.com/Product/Detail/H-2750FOL-W/Folding-Tables-and-Chairs/Economy-Folding-Table-72-x-30-White?model=H-2750FOL-W&RootChecked=yes>
  + Money will be pulled from multiple places to cover it since it will be for many events
  + We will have 19 tables total
  + We are going to suggest that 5th grade purchase 5 or 6 more tables since they have a decent amount of money. This could be the 5th grade gift.
  + Ideally we want to have 25 or so total.

**Review Past Events:**

* Parents & Pastries (Megan/Carlee)
  + Great turn out
  + Efficient because we had an experienced team
* Neon Dance
  + Assigned a monitor for each half hour to watch over kids running in the court yard and to stay out of the planters - worked well
* Movie Night
  + More success than last year.
  + Better weather and movie was shorter. Great crowd.

**Upcoming Events:**

**Megan:**

* Fall Festival Update
  + Secured a taco truck that does not require a minimum
  + Sign Up Genius has been sent 3 different ways and a lot of sign ups
  + Asking 6th graders to come back and help with some easy things
  + Need 4th and 5th graders on board for the spooky experience. Megan will be in charge of the planning and delegate rolls to the kids. Going to make dead flowers and hanging ghosts
  + This event is replacing the Trunk or Treat. Trunk or Treat was only something that came into effect during Covid to allow for social distancing. This year’s event is a carnival on the campus on the back field
  + Megan will consider the idea of room parents decorating the classroom doors
  + We have 10 carnival style games with big red and white facade tents. These might be blocking the doors if we decorate them.

**Sara Hanau**:

* Multi cultural fair news/updates
  + Just getting going. Will get back with more information.
  + Meeting on October 18th to discuss with Megan

**Courtney:**

* Hospitality
  + No update

**Yuri:**

* Veterans Day
  + The band will be showing up 7:00am
  + Patrick Henry Color Guard is showing up 6:30am
  + We want everything set up the night before on Thursday. Friday morning is just putting up the signs.
  + Hoping RSVP is more accurate this year as we will be getting it out earlier than we did last year
  + Someone from the board is interested in coming to the event to either say something or to watch. We already have another speaker. Probably best if they just come watch
  + Will notify news stations about the event. In the past they have been hesitant because not all forms have signed the release to be filmed. Yuri will copy Mr. Wilson on this communication. Yuri can reach out to Heathre Wade if we are interested in having the news come
* BMX Assembly
  + May 2nd or 9th possibly.
  + We might want to do it in April so that it doesn't interfere with end of year testing
  + Check with Jocelyn & Mr. Wilson on the tentative dates
  + We want them to come in the morning. We do not want the discount to piggy back with another school and run the risk the BMX people arrive late.

**Fundraising: Jenn Green:**

* Pledge Drive
  + Raised around $6000 so far
  + Raffles and weekly baskets in the works
  + The fundraising window will go for the full month
  + Jenn reached out to Jessie to see if she wants to be a dolphin

**Pegah:**

* QuickBooks
  + Tax return needs to be filed by November 15th
  + Pegan is working to get all 2023 transactions into Quickbooks
* Reimbursements
  + If anyone wants to submit receipts for reimbursement, it can be done via email as long as it is fully filled out and receipts are attached. Putting them in the folder works as well.

**Jennifer Wan:**

* Artbox
  + Artbox was approved and in full swing!
  + [Artbox Timeline](https://docs.google.com/document/d/1pqGehH80srSlvUbH4Y_1dmSTuRbM_M65OPpd9CeerXo/edit?usp=drive_link) (deadlines for teachers on the left, DSF deadlines on the right)
  + First Deadline for Teachers: October 14 - Artwork should be completed and turned in to Jocelyn (Teachers can have till end of school day October 15 if they really need it).
  + Order forms will ready to go home with students around Halloween

**Concerns/Announcements:** none

Meeting ends at 6:02