



Parent Advisory Committee

Business Meeting Minutes

Date: Thursday, October 11, 2012

Location: BFA Commons Area

In Attendance: Andrea Day, Carrie Keen, Julia Porterfield, Susie McCoy, Erin Salehiamin, Maren Elliott, Heather Smith, Michelle Wendrych, Jason Sunahara

- I. Opening and Team Building (Andrea Day)
 - A. Donna Fillmore has resigned as PAC Preschool Parent Rep. A replacement will be found shortly. We wish her luck and appreciate her time with us.
- II. Social Update (Erin Salehiamin)
 - A. Donuts with Dads- November 7th
 - i. Working on SignUp Genius/Helpcounter to get list of helpers
 - ii. Working with Brenda Sepan to get items
 - iii. Note was made that this was when 6th graders are on Outdoor Ed
- III. BFF Socials Update (Heather Smith)
 - A. Next BFF Social 10/26/2012 Lucent Super Target 8:30 – 10am
 - i. Heather will work on obtaining the Sandwich Board
 - B. November BFF Social on 11/29/12 for PM event at Tattered Cover
- IV. Policy Update (Susie McCoy)
 - A. September Policy Q & A – 9/26/12
 - i. Good participation but very few policy questions
 - ii. Next year's first policy Q&A would be better in November due to new families not sure of the process in September
 - iii. Commons area was a difficult setting
 - iv. Plan to have next one in March 2013
 - v. Jason Sunahara, Jason Sanders and Bob Barber will be available for questions
- V. Community Service Update (Erin Salehiamin)
 - A. Apple Clean-Up Event
 - i. HRMD was very pleased with BFA work
 - ii. Press release was written
 - iii. Stove pipe is next project, possibly with middle school students. More to come
 - B. Veteran's Day – 11/9
 - i. PAC will be supported to BFA Admin. Day will be lead by Jason Cochrane and Diana Simpson.
 - ii. Honor Flight is a program when a WWII vet, teacher and middle school student will go to DC to see the memorial.
 - iii. Discussion about if PAC can sell flags on behalf of the school to help fund this program. It was decided that PAC does not do anything with fundraising. Erin will let Diana know we cannot do that component of the event.



Parent Advisory Committee

- iv. Possibly open to Windcrest residents.
 - v. Carrie, Erin and Michelle to work on further ironing out details.
- VI. Mentoring Families (Maren Elliott)
 - A. Information at front desk for additional mentors/mentees
 - B. Maren is sending monthly emails
 - C. Program appears to be running smoothly
- VII. Meals Update(Michelle Wendrych)
 - A. Provided a few cards to families.
 - B. Michelle will make sure to keep the PAC team in the loop when cards go out to recipients.
- VIII. Treasurer's Report (Carrie Keen)
 - A. Current funds reimbursed to date is \$168
 - B. Total money spent to date is \$308.45
 - C. Carrie had a meeting with Brenda Sepan and Bob Barber
 - D. Request for funds can be scanned, it does not need to be an original
 - E. Please send details of money spent and reimbursements received to Carrie for tracking purposes
- IX. Miscellaneous (All)
 - A. Upcoming Preschool Event at Chatfield Corn Maze on 10/13
 - B. Maren Elliott provided report on September PTO meeting
 - i. Budgets
 - ii. Fall Break bricks should be installed
 - iii. Playground equipment has been approved and should arrive soon
 - iv. Silent Auction will be held on 4/27/13
 - C. Andrea Day and Jason Sunahara provided report on Board of Directors meeting
 - i. Greenhouse has been moved to by the parking lot
 - D. PAC Job descriptions
 - E. Holiday Party Scheduled for 12/8/12
- X. Adjournment (Andrea Day)