

# **Mount Diablo Elementary PFC General Meeting**

**May 11th, 2023**

<b>Agenda Item</b>	<b>Report</b>
<b>Call To Order</b>	The meeting was called to order by Andrees Montilliano at 7:04 pm in the MDE Library.
<b>President Report</b> Alli Battistelli & Andrees Montilliano	<p>The April 2023 minutes were presented for approval. Lindsay Ring made a motion to approve the minutes as written and Jenni Crisp seconded. The minutes were approved unanimously.</p> <ul style="list-style-type: none"><li>• Andrees did not have any updates.</li></ul>
<b>Recording Secretary</b> Julie Terry	<i>May minutes will be uploaded to the PFC Google Drive.</i>
<b>Treasurer Report</b> Anderson Da Silva Cathy Colt	<p><i>*The recommended budget was constructed during a budget meeting by Kati Sanchez, Anderson Da Silva, and PFC Presidents.</i></p> <p>Anderson Da Silva updated and reviewed the proposed 2023-2024 budget:</p> <ul style="list-style-type: none"><li>• The proposed budget was designed with careful consideration and a thorough understanding of MDE needs. These needs had to be balanced with a comfortable level of fundraising goals and educational expenses. A look at past performance was taken into consideration for the proposed budget.</li><li>• Some highlights include: Increasing Ed Fund goal at the Back to School Mixer to \$20K, approximately \$100K in expenses allocated for educational support (Instructional assistance, software, AR, Zearn, etc.)</li><li>• Also included are funding for garden education, staff appreciation, and Odyssey of the Mind.</li><li>• Fees for insurance, tax preparation, etc. are also included.</li><li>• Whitney O'Connor made a motion to approve and Lindsay Ring seconded. The 2023-2024 proposed budget was approved unanimously.</li><li>• Full treasurer report and approved 2023-2024 budget will be available on the PFC website. <a href="https://www.mtdiabloelementarypfc.org/about-us/budget">https://www.mtdiabloelementarypfc.org/about-us/budget</a></li></ul>
<b>Principal Report</b> Katie Sanchez	<ul style="list-style-type: none"><li>• Katie Sanchez expressed her thanks for the staff appreciation week. She updated on several site leaves including: Office staff, Misty beginning on 6/26 and Alma who will be leaving for a district office position. She advised a newsletter with full details will be coming out 5/12, and asked for patience with staff as they will be without full time</li></ul>

	assistance. The open positions will be posted soon.
<b>Parliamentarian</b> Laney Cline King	<ul style="list-style-type: none"> <li>Laney Cline King wanted to be sure to capture any committee changes. She will follow up with an email to VP's to confirm. PFC rosters are on the Google drive, she requested a check and review to ensure sections are complete and correct.</li> <li>For the 2023-2024 school year a door decorating committee will be added.</li> <li>4th and 5th grade parent committees are needed. A push will be made to reach out to interested families ASAP.</li> <li>A request to solicit help with committee needs at the back to school mixer was suggested.</li> <li>PFC will prioritize by committee needs and get out the information via Konstella, newsletter, flyers, etc. ASAP.</li> </ul>
<b>Teacher Liaison</b> Katrina Reyes & Danielle Lovejoy	<ul style="list-style-type: none"> <li>Teacher liaisons were absent as they were being celebrated with district awards.</li> </ul>
<b>Education</b> Faith McSherry	<ul style="list-style-type: none"> <li>Absent</li> </ul>
<b>Operations</b> Kerri Klein	<ul style="list-style-type: none"> <li>Kerri Klein expressed her gratitude to Kelly Bernal and Devon Bell for the extra help provided during staff appreciation week. Everyone did an awesome job which made for a great week!</li> </ul>
<b>Events</b> Jenni Crisp Andrea Rosario	<ul style="list-style-type: none"> <li>Jenni Crisp updated: Toy Story family movie night will begin @ 6:30 on 5/19. Pizza, ice cream, and water will be served at that time and show time will begin @ 7:30. Families can bring low profile lawn chairs and blankets. Tickets will be in envelopes for food. Volunteers are still needed for food distribution.</li> </ul>
<b>Fundraising</b> Lindsay Ring	Lindsay Ring updated: <ul style="list-style-type: none"> <li>Eagle Athon is approaching. Approximately 400 students have signed up. Everyone will have a bib for the event. Three volunteers are needed per class. Currently have approximately 60 volunteers. This should cover the event.</li> <li>Fundraising goal for the "a-thon" event is \$40K. Still need to raise approximately \$10K. According to Lindsay, "Keep fundraising, this is going to happen!"</li> <li>Dine and Donate-Panda Express raised approximately \$300.00. Sip &amp; Sweet event will be held on 5/18.</li> </ul>
<b>Communications</b> Jessica Gourlay	<ul style="list-style-type: none"> <li>No updates</li> </ul>

<b>New Business/Open Forum</b>	<ul style="list-style-type: none"> <li>• Kim Roberts shared, musical planning has already begun for next year. She does not plan on hiring a professional company to assist, but will include a separate director, sound &amp; costume coordinator, etc. She is hoping next year, more students will be inspired to participate, but is still playing with student ratio for the event and is concerned with safety and the possibility of having to turn students away. Suggestions were made to possibly create a musical committee and or set up an event table at the back to school mixer to solicit early volunteers. License for next years event will be purchased on this years budget. Receipts are due by 8/1/23.</li> <li>• Kerri shared, auction photos are done. She will need emails to send as they are password protected.</li> <li>• Additional talks were held about future dates for Auction and Fallfest. Discussed possibility and pros and cons of Saturday dates vs. traditional Fridays. Permitting will be the same on weekends. The designated event committees will update when a decision has been made.</li> </ul>
<b>Meeting Adjourned</b>	Meeting adjourned by Andrees at 7:58pm.
<b>Attachments</b>	<p><i>Treasurer report presentation is available on the PFC website.</i></p> <p><a href="https://www.mtdiabloelementarypfc.org/about-us/budget">https://www.mtdiabloelementarypfc.org/about-us/budget</a></p>

**Topic: MDE PFC Eagles's Personal Meeting Room**

**Join Zoom Meeting**

<https://us06web.zoom.us/j/5837555882?pwd=WWYyZVVzdDZWVDFwY1NZeklVdIJ6Zz09>

**Meeting ID: 583 755 5882**

**Passcode: mdepf2223**