



# MVSEG Meeting Minutes

## Wednesday, August 10, 2011

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**1. Welcome and Introductions:**

Benita Spector called the meeting to order at 7:10pm. With a couple of new members in attendance, everyone introduced themselves.

**2. General Business:**

**a. Minutes:** Beth Sampson mentioned the revisions to the Treasurers report shown in the July minutes, which were revised from the budget passed out during the July meeting. Harriet Yoergler moved to approve the minutes with changes and Elaine Coleman seconded the motion.

**b. Treasurer's Report:** Mike Spector shared the Treasurers report. Due to LAUSD requiring MVSEG to pre-pay for services not yet rendered, expenses appear higher than usual. We had to pre-pay for the Tutoring Coordinator, Librarian, and Science Aides. Due to this, we are pre-paid for the upcoming school year.

### Treasurer's Report Summary – July 1, 2011-August 10, 2011

Net Receipts:		Program Expenditures:	
Phon-A-Thon	298	Music: Assemblies	0
Silent Auction	(1,250)	Music: Materials (Donation Carryover)	0
Party Book	1,031	Visual Arts Teacher + Materials	0
Gift Wrap	0	Playground	0
Spell-A-Thon	130	ETC –(new equipment, cartridges, enrichment, professional development)	0
Scrip	1,049	Kinder Aides + Teacher Aides	163
Big Boo Raffle	0	PE Instructor	0
Big Boo Boo-Tique + Other	0	Computer Instructor	0
Restaurant Night	0	Student Activities Coordinator	0
Power Broker	0	Tutoring Coordinator + Homework Club	11,289
Talent show DVD sales	20	Librarian	11,580
Photo Fundraiser	0	Science Aide + Supplies	7,631
Spirit Wear	0	Teacher Funds	0
Other Donation	0	Field Trips	0
Green Dolphin	300	Community Day	0
Emergency Kits	0	Landscape Maintenance	260
Interest Income	32	Dolphin News	0
Tile Program	0	Publicity	0
Library Bookshelf Donations	0	Website	0
5 <sup>th</sup> Grade Culmination Donation	0	Growing Great	0
<b>Fundraising Total:</b>	1,610	Misc. Admin	60
<b>Balances:</b>		<b>Total Current Year Funding:</b>	30,983
Cash Balance:	166,608	Prior Year Commitments	165
Scrip-on-hand:	5,324	<b>Total Fundings:</b>	31,147

**c. Principal's Report:** Mrs. Choe reported: Ms. Ombao's position has been rescinded, and there's a possibility Mar Vista will have an opening for her. Otherwise other Westside schools have availability for her. Auditorium renovations still haven't begun. Bungalow removal process has started, with disconnection of electrical lines, however the actual removal timeline is not certain, but hoping for prior to start of school. Most teachers went to the new language arts training, K-3 teachers went to the Dibbles training, it's a new assessment program. Many went to the Gifted training thanks to MVSEG paying for their registration. Claudine asked if auditorium renovation will be pushed back until next summer. Mrs. Choe said we have to take it when we can get it or it won't happen. The three month renovation will require music to be taught in the classroom, cafeteria, or outside. Janice asked about the



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bungalows being removed since it will most likely require fumigation, which isn't good for the kids to be around. It would have been ideal to have this done during the summer, but they haven't been able to. Elaine asked if it can be pushed off until winter break, and it's a possibility. Need to have them removed before Charter evaluations begin again. Mrs. Choe's goal is to provide the least impact to the students with this removal. SAS accounted for the majority of kindergarten student applications, and there are many neighborhood kids who have yet to enroll at this point. Due to the uncertainty of the neighborhood enrollment numbers, SAS applicants won't be notified until late August most likely. Office staff will be back officially August 22<sup>nd</sup>, to start crunching neighborhood enrollment numbers. Janice asked about mailed information on teacher assignments rather than viewing the sheet on the bulletin board. Since there's so much excitement about viewing the list on the bulletin board, we'll continue that way. Teachers' preference is the latest date possible, so they're not inundated with calls. It will be posted September 1<sup>st</sup>. Elaine asked about a split grade, and it's projected to be a 1<sup>st</sup>/2<sup>nd</sup> split, but it's all based on neighborhood enrollment. In the past Mar Vista has selected the older 1<sup>st</sup> graders and younger 2<sup>nd</sup> graders, as well as teacher identified independent students. Split class should be the most desirable, not the least, and that's the plan.

**d. Teacher's Report:** No teachers present.

**e. PTA Report:** Joey Brandt reported: Preparing for new family picnic, and looking for volunteers to assist with collating after the picnic. It is reduced this year due to a handbook for parents to keep, which reduces the need for so many individual fliers. It will be sent home in an envelope, and hope parents will send back all of the forms in the included envelope, as instructed. Collating starts at 1pm, August 27<sup>th</sup>, please let Joey know if you can help. The PTA is also planning a 1<sup>st</sup> day of school Coffee and Breakfast for parents, with lots of information available to encourage involvement. The first PTA meeting of the year will be in cafeteria Sept 9<sup>th</sup>, at 8:30am.

### 3. MVSEG Business:

**a. Phon-A-Thon** – Bruce Dembo reported: The Phon-A-Thon is Oct 4<sup>th</sup>/5<sup>th</sup>. The committee is right on schedule, putting the final touches on the brochure and sending out a letter to parents before Labor Day to detail everything MVSEG funds and encourage participation. The letter also encourages donations ahead of time, to save the Phon-A-Thon callers from making a call, and to save early contributors from receiving a call. In the past, there haven't been enough callers the first night, so they're trying to recruit additional callers. The fundraising goal is \$90,000, so we're trying to get 100% participation from families this year, even if it's only \$10.00. The suggested amount per family over the course of the year is \$700, and quarterly payments or other pledge options are available. The Phon-A-Thon is held in the Coldwell banker office on the corner of Bundy and Olympic.

**b. Gift Wrap** – Rab Brown reported: Gift wrap sales starts the second week of school, and the packet and brochure go home to all students. The school gets 40% back on what is spent. Rab will need volunteers to help with various tasks and will have a sign up sheet at New Family Picnic. Help will need help collating 700 envelopes the first week, so if you can spare 15 minutes after drop off to help that would be great. Sept 9<sup>th</sup>, help will be needed decorating the hallway for a few hours, and additional help will be needed as the gift wrap sale continues.

**c. Grants** – Elaine Coleman reported: There are lots of grants out there, and we apply for as many as we can, as they're very competitive. Hoping to apply for \$500,000 of grants in the next year, of which we



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hope to get \$100,000. Some grants we've already applied for are: 7 Fedco grants for \$2000 each, a State Farm grant for \$75,000, of which we would have to match \$10,000, a STEM (Science, Technology, Engineering, and Math) grant for \$50,000, a Children's Fund grant from Lego for \$3,000, a Saucony grant for \$10,000, an Aetna grant for \$50,000, for nutrition and health, a \$1,500 grant for gardening from California Grants Community Garden Program, and a Mott foundation grant for \$250,000 specific to public health community transformation. In addition, Jasmine is applying for Target grants for field trips. If anyone is interested in writing or researching grants let Elaine know: [Elaine.Coleman@gmail.com](mailto:Elaine.Coleman@gmail.com). Since we've spent a lot of money on technology, we would like to look for grants in science, nutrition, botany, etc. or other directions that Mrs. Choe wants to pursue.

**d. Emergency Kits** – Claire Horita reported: School district requires an emergency kit for each student which includes snacks, drinks, an emergency blanket, and a few other items. We sell them for \$20, and the school gets \$6 from each sale. Having sold out last year, we're hoping to sell more than 200 kits this year. Parents are free to purchase additional kits for themselves or their cars too. They will be sold during New Family Picnic. Many of the food items in the kit have a 5 year shelf life, and the students get them back at the end of the year, so students can reuse their emergency kits for many years. Teachers keep them in a large bin in their classrooms, and you can personalize them on your own if desired, with a picture, letter, or comfort item.

**e. New Family Picnic** – Marcia Haresh reported: Preparing for the New Family Picnic Saturday, August 27<sup>th</sup> from 11am-1pm. There's a sign-up sheet to help with set up, as well as help during the picnic. A few volunteers have already signed up, but we need many more. Hoping to get help checking families in, as that seemed to back up last year. We will also need help setting up for the picnic before. There is a name game for the kids, a craft, lunch, and then they can move on to the orientation. Mrs. Choe mentioned the Teacher's would prefer to have orientation in the auditorium at 12:30, which Marcia agreed with. Parents will take kids with them to the auditorium, and the presentation will not be long according to Mrs. Choe, but she anticipates parents having questions which will take more time. The first day of school breakfast hosted by the PTA will also incorporate an orientation in case new parents didn't attend the picnic. There will be tables set up for Green Dolphins, MVSEG, Emergency Kits, and Spirit wear. If you are setting up a table, please arrive no later than 10am, as you will need to set up your own table with your flyers, clipboards, etc. Marcia also mentioned the day before school starts (September 6<sup>th</sup>) there will be a staff appreciation picnic. If you can sign up to bring something that would be great, and you can drop it off the morning of September 6<sup>th</sup> at school, or at Jasmine's ahead of time if you need to.

**f. ETC/Art** – Melanie Rhalter reported: Specific to Art, Mr. Micelli is very enthusiastic about coming back and has great curriculum planned which will culminate with the end of year art museum. Regarding ETC, the school has closed its computer lab and it has been cleaned out. Working on how we'll phase in the new mobile technology and curriculum. Meeting with a company that are specialists in school technology and they'll be meeting with Mrs. Choe to discuss goals. Mrs. Choe is waiting to find out about potential second cart donation. Once that is known then Mrs. Choe will start the contract with Apple to get the laptops. Apple isn't selling Macbooks to the general public anymore but they are selling them to schools. Amy Dugre will need help transporting the carts when ready. Teachers will be phased in first, and then the students. Elaine mentioned we'll hear from State Farm regarding the grant for 14 iPads in September.



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**g. Restaurant Night** – Beth Sampson reported: First restaurant night for the year will be at Brian’s Shave Ice, September 19<sup>th</sup>. MVSEG will receive 50% of the profits, for all who present the flyer when making a purchase. We will have flyers to distribute at the school as the date gets closer. Also the nail salon at Westside Pavilion will continue to give MVSEG 10% of the proceeds for all services until September 9<sup>th</sup>, when presented with a flyer. We will have flyers available the first day of school to remind parents who may want to pamper themselves while their kids are in school for the first week back.

## **h. Other Business**

1. Claudine Czerny reported: Lillian Matayoshi wanted remind everyone Spirit Wear will be sold at Kinder Picnic. Still looking for more designs, two have been submitted. Bowling night hasn’t been put together yet and Lillian is looking for someone to take it over. No volunteers but will keep looking.

2. Claudine Czerny reported: MVSEG website is so close to being ready and go live, just waiting on a few submissions from committee chairs. Maggie Storm is the web master for both the school and MVSEG sites. Elaine Coleman asked about Mar Vista email addresses, as some grant applications require them. Claudine mentioned that Maggie Storm said we can have unlimited Mar Vista specific email addresses.

3. Claudine Czerny reported: Marie Duquesnay and Uttara Natarajan wanted to mention that \$1,065 has already been raised from Online Party book. The website is [marvista.onlinepartybook.com](http://marvista.onlinepartybook.com), and we’re still looking for party hosts and people to sign up for parties. BBQ at the Jaffes on August 20<sup>th</sup>, with 4 spots left if interested.

4. Elaine Coleman reported: Kinder teachers have requested a ball and hula hoop box. Claudine mentioned there is a formal process for applying for funding from MVSEG and suggested talking to Mrs. Choe, or bringing this up for Community weekend.

5. Claudine Czerny thanked the Sectors for hosting the meeting at their home and providing dinner.

## **4. Additional Items/Announcements:**

Next MVSEG Meeting:

Wednesday, September 14<sup>th</sup> 7pm

## **5. Adjournment:** The meeting adjourned at 8:27p.m.

### **At the Meeting**

Benita Spector  
Beth Sampson  
Bruce Dembo  
Claudine Czerny  
Caroline DeVita  
Cheryl Charqin  
Claire Horita

Elaine Coleman  
Harriet Yoergler  
Janice Senit  
Joe Rassulo  
Joey Brandt  
Katherine Choe  
Lewis Grace

Marcia Haresh  
Melanie Rhalter  
Mike Spector  
Rab Brown  
Tony Charqin