

DESEF Meeting Minutes

November 9, 2018

Meeting called to order 9:03 A.M.

Board members present: Laura DiGiovanni, Eric Pinkela, Lisa Pais, Elise August, Julie Windham, Jenny Kunz, Erin Raleigh, Curtis Haar, Lori Dabaco, Lauren Shimek, Traci Varanini.

DESEF President (Laura DiGiovanni) acknowledged that quorum established.

Eric Pinkela motioned to approve the October 12, 2018 meeting minutes. Curtis Haar seconded. Motion carried and the October 12, 2018 meeting minutes reviewed and accepted into the record without changes.

Treasurer's Report

- **2017-2018 Audit Report-Jenny Kunz**-Reviewed the audit report that she created. Per January 2018 meeting, it was noted that a series of checks contained only one signature due to misunderstanding of DESEF bylaws. A Quickbook entry needs to be fixed regarding payment to the correct person. Jenny also created a process to complete audits in the future.

Traci Varanini motioned to approve the 2017-2018 Annual Audit. Lori Dabaco seconded. Motion carried and the 2017-2018 Annual Audit was reviewed and accepted into the record without changes.

- **Laura DiGiovanni**-Lauren Shimek will be taking over the DESEF Treasurer duties in interim until our January 11, 2019 DESEF Board Meeting because Joanne Hunt is unable to fulfill the duties at this time. As interim Treasurer, Lauren will have all the duties and access that a normal treasurer would have, but on a temporary basis. This includes access to Quickbooks and our Bank account. We will not however add her as a check signer as we are only allowed three per bylaws and this is a temporary role. Lauren will be helped by Eric Pinkela to catch up on financial reports and allow Joanne to step back in at the January meeting with a fresh slate.

Traci Varanini has moved to approve Lauren Shimek as interim Treasurer effective immediately until such time as Joanne Hunt is able to resume her duties. Curtis Haar seconded. Motion carried.

Department Reports

- **Teacher Time-Traci Varanini**-Discussed Teacher time and "Donuts for Donations". Discussed what to do for "Teacher Time" for Auction. Looking to do a "special event" versus a whole class buy-in because they are more profitable.
- **DESEF Auction-Elise August**-Elise discussed her evaluation of auction items and their bids for last two years of auction. She evaluated what actually sold during the action and the values of each of the items. She discussed listing some items as "Buy It Now" versus "Biddable" because many items had bids that were lower than their actual value. Suggested the starting point of bids to be at 30% of value. Trying to maximize bid to value. Gift cards to restaurants are the

most popular items. Figuring out how to set up bidding guidelines so it takes less number of total bids to get to the target value of an item.

- **Boosterthon Update**-Kristi and Justin (Boosterthon representatives on campus)-discussed how students are learning about character traits with this year's Boosterthon theme. At meeting time, we were at \$7K in donations. All students get to participate in the run regardless of donations. The goal is to receive \$18,000 to \$21,000 in donations through this event. Later in the meeting, Kristi delivered a progress report. At the time of this meeting, we were 24% of goal at this point last year compared to 19% of goal this year.
- **Auction Buy In Parties/Auction-Laura DiGiovanni**-Laura and Kiley Dinis are putting out feelers for who wants to host a party. Nicole B. is coordinating logistics with hosts.
- **Matching Funds-Laura DiGiovanni**-Future Fund letters went out after registration. Several promos in our weekly newsletter. Year end email to those eligible. We will have a number available soon
- **Restaurant Nights-Erin Raleigh**-CPK cards are passed out. There is a 3-month window to earn funds. Dos Coyotes Dining Event-12/3-12/6.

President's Report (Laura DiGiovanni)

Housekeeping:

- 500 pounds of candy were donated after Halloween. This will earn DESEF \$500.
- Cocatalyst stock giving platform-DESEF is now recognized on their platform as a way to receive donations of stocks
- SRVEF Update:
 1. Declining enrollment; numbers to be released soon; attendance will be huge focus-one more day for each student than last year=\$2.2 million for District.
 2. Grants: 429 applications/206 funded so far by outside sources. Not all remaining will be funded.
 3. Run for Education was down by 2,300 runners.
- Need to add DESEF meeting to schedule on Friday, December 7, 2018.

Principal's Report-Curtis Haar

- Recent Teacher Training Day on Social/Emotional Learning for students was successful. Stanford Harmony program. Seven people from Walt Disney are going to a Professional Educator Development at the Museum of Tolerance.
- Reviewed the 2018-2019 General Fund. We get \$8,200/student. Of that sum, 86% which is \$7,000 plus per student to cover employee salaries and benefits. The other 14% covers everything else.
- Went over Eight Priorities Required in the LCAP
- SRVUSD LCAP Goals are Aligned to State Priorities
- Per Curtis Haar's request-attendees present at this DESEF Meeting split into two groups and filled out a survey in regard to our wishes and goals for our school

Meeting adjourned at 10:30 a.m.

Next DESEF meeting is on December 7, 2018 at 9:00 a.m. in the Reading Room