

Fallon PFC Open Meeting: **August 17th, 2020**

Board Attendees:

President: Sobia Qureshi	Principal: Ken Rocha
Vice President: Susan Tang and Dr. Sherry Hu	Treasurer: Chanel Fang and Vijay Ratthinam
Director of enrichment: Mittal Ayachit and Priyanka Sharma	Director of communication: Barna De and Preeti Dharia
Director of Volunteers: Shazia Nomani	Secretary: Samriti Singh

(Names of parents attendees will be attached to the minutes)

- I. **Call meeting to order** - Sobia Quereshi called the meeting to order at 6.07 p.m.
- II. **Introduction** - All the parents and the board introduced themselves.
- III. **Principal - Ken Rocha**
 - First three days of school
 1. [Padlet](#) feedback for this evening's meeting. What would you like Mr. Rocha to know?
 2. [DUSD Playbook](#) (pages 10-11)
 - Student Schedules
 1. [Understanding how to read your child's schedule](#)
 - Communication
 1. [Fallon website](#)
 2. School emails
 3. PFC Fallon Flash
 4. Social Media ([Facebook](#), [Instagram](#), [YouTube](#) and [Twitter](#)) and Mustang Minute
 5. Live Broadcasts vs smaller group gatherings - 25 parents will be there every week for a small group gathering and there will be multiple timings for parents to take part. Live broadcast will be open to all.
- IV. **President - Sobia**
 - Meeting time for open/ closed meetings- Every second monday of the month from 6-7 p.m. All meeting dates were announced.

- The April meeting needs to be changed as it's right after the Spring break.

V. Treasurer - Chanel Fang/ Vijay Ratthinam

- **PFC Budget** - Vijay and Chanel reviewed each line item one by one
 - Mr. Rocha wanted to know about line item 62875. He will take a look at what is coming from school and what is PFC giving to plan better for each teacher.
 - Line item 62500 was discussed in detail as to what comes under academic grant. Details can be found on PFC website.
 - Line item 62875 will be classroom stipend. Teachers can go and buy online programs, Ipad or even a microphone. Mr. Rocha said he will work with the teachers and make sure the expense can be covered by school first else will send the expense to PFC.
 - Sobia told the parents that a budget is a working document. We can change or revise it anytime during an open meeting.
 - A parent (Sushmita), requested for some funds for a care package during covid. Mr. Rocha liked the idea and said he will think about this. Sushmita said a small package can be given to the students to bring them cheer in isolation. It will be a nice gesture but after it is approved by the district.

Sobia passed the motion to approve the PFC working budget for the 20-21 school year. Shazia second it. 27 yes, no nays and 1 abstain.

VI. Vice President/Fundraising - Susan Tang and Dr. Sherry Hu

- Community engagement - VP's will come up with events for the family which can be online.

VII. Communication- Barna and Preeti

- For Fallon Flash, every parent has to re register again in order to receive the flash.
- To join the FB page every parent has to answer 2 questions.

VIII. Secretary -Riti

Motion was passed by Riti to approve the last meeting minute (May 18th) . Barna second it. Everyone approved it. 25 Yes. No Nays and 1 abstain.

IX. Director of Volunteers - Shazia

- We work with the School to make sure all the volunteer forms are complete, have a copy of Driver License (& Insurance if needed) and they are cleared by the District. All the enrichment volunteers that are leading programs need to be fingerprinted.
- Every year volunteers need to turn in a new form to get clearance from the School

X. Enrichment - Priyanka and Mittal

Enrichment program update

- Lot of enrichment programs are coming up this year. This year 9 programs have been confirmed so far.
- The leads are thinking about how to conduct the exam online.
- The parent volunteers want less kids as online it is tough to manage . Hence leads are thinking of 20-25 students per program.
- The leads are also thinking of breaking some programs into two parts. Each will run for 6-8 weeks in order to let more students participate.
- Fingerprinting will be done this year also for the parent leads.
- If we go hybrid and enrichment is allowed in school, we will revisit the programs once again.
- Mr. Rocha suggested video production.
- Safety and privacy might be an issue this year. But the leads will look into this.
- When asked if we will be having a virtual club run by teachers this year, Mr. Rocha said he will ask the teachers later about this and as of now we are not having any programs.
- Volunteer names can be sent to the principal/ Martha to know if the fingerprinting has been approved by the district or not.
- The leads should wait for the approval of the club before doing fingerprinting.
- Sherey Edwards will have the list for the parents who have been fingerprinted
- Volunteer forms are online and Mr. Rocha sent a copy to Sobia.
- Sept 14th we will vote for the clubs.
- A parent requested to consider a special Ed enrichment program this year. Directors will ask parents on fallon flash to lead a program for Special Ed.

XI New Business

- Drive through will be done for student ID and book collection
- If one cannot make it, then they can take an appointment with the librarian to collect the books at the later date.
- If power goes out, the pick up date will be changed
- Teachers are aware of book picking.
- It will all be a touchless system. If students can't make it for a picture that day, a makeup date will be available for them. The pictures taken on make up day will go on the yearbook.
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Meeting adjourned at 7.26 pm.

