

BERRYESSA EDUCATION FOUNDATION

Meeting Summary

Meeting Date & Time: September 26, 2017 @ 5:00 p.m.

Topic	Action
Welcome and Introductions	<p>Meeting called to order at 5:03 p.m. and welcomed everyone.</p> <p>Introductions were made.</p> <p>Members present: Linda Locke, Han Nguyen, Carol Mar, Margot Sandoval, Youngmi Park, Mehjabeen Shaikn, Nancy Flippin, Harriette Quilicot, Helen Burns, Roxann Ramirez, Kelsey Barger, Jackie Durant, Lynne Burns, Rodney Asano, James Vaughn, Vicky Nguyen, Katie Angarano</p> <p>Other attendees: Susan Papert, Kathy Wolterbeek, Roxane Fuentes, Minh Tran</p>
Minutes from	The April 25, 2017 minutes were reviewed and approved as presented, none opposed.
Financial Report	The financial report was not available.
Review of Grant Proposals	<ul style="list-style-type: none">• Linda Locke reviewed the process for the approvals of the grants to all members.• All School-Wide grant proposals are due October 31st. They will be scheduled on a first come, first serve basis. Four grants will be scheduled for each monthly meeting. Applicants will be notified when they may present their proposal.• Individual or group grant proposals are due by the 15th of each month, or the Friday before if the 15th lands on a weekend or holiday. Because of the School-wide grants, two of these grants will be scheduled each month on a first come, first serve basis. If the foundation receives more than two for one month, applicants will be notified when they may present their proposal.
Grant	Minh Tran of Summerdale School was granted the amount of \$907.19 for the purchase of microscopes for her 1st grade students. Motioned by Katie Angarano, 2 nd by James Vaughn, none opposed.

Grant	Susan Papert of Morrill Middle School, and Kathy Wolterbeek of Piedmont Middle School were granted the amount of \$1,792.00 for the purchase of a one-year problem-solving software platform license, called CueThink for their 6 th grade students. Motioned by Katie Angarano, 2 nd by Mehjabeen Shaikn, none opposed.	
Grant	Vinci Park School was granted a school-wide grant in the amount of \$2,932.20 for various supplies selected by each grade level. Motioned by Lynn Burns, 2 nd by James Vaughn, none opposed.	
Raffle	<ul style="list-style-type: none"> • The Make a Difference Raffle is scheduled for Saturday, March 24, 2018. • Notify your Principals of the Raffle Date, so that they do not plan other events during that time, so that parents are not overwhelmed by too many events happening at the same time. • To help with ticket sales, as a school, decide how to use the funds raised through the raffle, so that the community is aware of where their donations are going. • School with a balance in the Ed Foundation accounts, need to spend their money. The form to request school funds from their accounts was provided to all members and can also be accessed on the insider. • Board member, Khoa Nguyen, recommended donations letters be sent to Bond contractors. 	
Role of Members: Promptness, Thoughtful Discussions, Report to your School Site Faculty	<ul style="list-style-type: none"> • Be on time • Feel free to ask questions • Members are to report back to their school sites. • Request to be on the staff meeting agenda, each month. 	
Items for Oct. 2017 Meeting	<ul style="list-style-type: none"> • Raffle updates 	
2017-2018 Meeting Dates	Sept. 26, 2017 Oct. 24, 2017 Nov. 28, 2017 Jan. 23, 2018	Feb. 27, 2018 Mar. 27, 2018 Apr. 24, 2018
Adjournment	Meeting was adjourned at 6:00 p.m.	