

# Campolindo Parents Club Board Meeting Minutes

November 3, 2010

**Present:** Linda O'Brien, Wendy Dunn, Laurie Luecker, Chris Banard, Sharon Richard, Diana Obrand, Laura Woodman, Carol Kitchens and Jaime Rich

- **Call to Order:** President Linda O'Brien called the meeting of the Campolindo Parents Club ("CPC") Board to order. Linda noted that Sharon Richard was presented with the Sue Stauffer Friend of Education Award at the last School Board meeting. Carol Kitchens presented Sharon with her plaque.
- **Treasurer's Report:** Laurie Luecker, Treasurer, presented the Treasurer's Report. Laurie prepared a Fund Primer (attached) to explain the differences among ASB Funds, Grad Night Funds and eScrip Funds. Laurie also clarified the eScrip policy (also attached). Laurie noted that, beginning with the 2011-2012 school year, Safeway will be capping their eScrip donation to each school at \$25,000. Allocations between CPC and the classes will remain the same, however, with CPC receiving 20 percent, or \$5,000, per year. The remaining 80 percent will be allocated between the classes based on their class size, with a minor allocation going to the Campolindo Choral Music Education Fund under its separate eScrip program. If there are eScrip funds unused by a graduated senior class after taking all of its expenses into account, those funds will remain with CPC in a "general eScrip fund." Beginning with the class of 2014, an additional \$5,000 will be allocated to the current senior class from this "general eScrip fund" until that overage is used up.
- **Principal's Report:** Carol Kitchen's presented the Principal's Report. Ms. Kitchens noted that the new chemistry tutoring is going very well. The grading period for the first quarter ended Friday, and report cards will be mailed out soon. Ms. Kitchens stated that the climate at school is improving. The new freshman class is a good class and has integrated well this year. John Cogswell, the Student Body President, is continuing to do a great job. The Homecoming Rally was energized. The kids were appropriately dressed for the Homecoming Dance and had a good time. There were about 800 kids in attendance. There will be a canned food drive soon, set up as a competition among the classes. Ms. Kitchens noted that the Healthy Choices Committee recently put together a panel presentation for juniors and seniors on the dangers of oxycontin. Finally, Ms. Kitchens reported that the 8<sup>th</sup> grade information night for parents was well-attended despite being held on the last day of the World Series.
- **President's Report:** Linda O'Brien presented the President's report. Linda noted that she recently attended the Acalanes District Coordinating Council meeting. They discussed community service requirements, which Campolindo does not require because Campolindo takes the position that it is too burdensome for the school to

police this requirement. They also continued discussions on recycling and snack  
shacks at the four high schools.

- **Secretary's Report:** Laura Woodman, Secretary, distributed copies of the minutes from the October 6, 2010 CPC Board meeting.
  - **A motion was made to approve the minutes from the October 6, 2010 CPC Board Meeting. The motion passed unanimously.**
  
- **MEF:** Diana Obrand presented the report from the Moraga Education Foundation ("MEF"). Diana reported that MEF has about \$505,222 in the bank right now, which is down a bit from last year. However, MEF has received about \$350,000 in pledges. The dates for the MEF Phone-a-thon have been changed because of the World Series. The MEF Phone-a-thon will be held on November 8, 9 and 15 this year.
  
- **Lamorinda Alcohol Policy Coalition:** Jaime Rich, the Lamorinda Alcohol Policy Coordinator, attended our meeting to discuss the Lamorinda Alcohol Policy Coalition. The goal of the Coalition is to reduce underage drinking in our community, and it is funded by Contra Costa County. The Coalition meets the third Wednesday of every month. Jaime's goal is to have all three cities represented at these Coalition meetings. She would also like to have a broad range of people attend, such as seniors, merchants, service groups, school board representatives and young people. Jaime expressed an interest in talking with Campolindo students to encourage them to come to Coalition meetings. Ms. Kitchens suggested that Jaime contact the Leadership teacher at Campolindo to set up an appointment to talk to Leadership students to encourage them to act as liaisons.
  
- **Next Meetings/Important Dates:**

**December 1, 2010**

**Board Meeting**

The meeting was adjourned at 10:30.

Respectfully submitted by Laura Woodman, Recording Secretary

## **Fund Primer**

### **ASB Funds**

- All class fundraising goes here (dinner, car washes, snack shack, etc)
- Maintained by school, (Carolyn Madderra) - each class has separate allocation
- Primarily spent on senior activities (senior ball, senior breakfast, senior BBQ, faculty softball, Boomers, Sr. parent night, flowers for baccalaureate, senior ball, senior awards), but includes Jr. Prom expenses, too
- Controlled by class officers and class advisors
- Any leftover monies get absorbed into ASB general account

### **Grad Night**

- Set amount paid by parent at beginning of school year @ Cougar Days, \$210 in 2010
- Donations by parents/community volunteers
- Funds maintained by Grad Night treasurer
- Any leftover monies get passed along to class following for seed \$\$

### **E-scrip**

- Funds deposited directly into CPC account
- Accounting done by CPC treasurer & allocation controlled by CPC
- Used for senior activities (typically NOT grad night) after all other ASB funds tapped
- Unused funds stay within CPC and CPC controls the future allocation

E-scrip Policy

80% of e-scrip is allocated between all four classes, and 20% is income to CPC. The division of the 80% between each class is based upon # of students in class/total students at school; so if there are 400 students in each class, and 1600 students total, each class receives 25% of the 80% allocation, or 20% overall of e-scrip money..... (don't forget CPC received 20%, too). Each year the money is allocated and apportioned to each class and CPC, and, that amount is (currently) \$9,000-10,000 each year. CPC will continue to allocate and hold the e-scrip funds for the classes in this manner until 09-01-2011.

As of 6-30-10 we have the following balances as payables (\* \$44,505.53 note to financials):

<u>'11</u>	<u>'12</u>	<u>'13</u>	<u>'14</u>
\$16,864.20	\$17,779.63	\$9,861.68	\$0

Often, the senior class does not require the additional e-scrip \$\$, as they do very well with their fund-raising. Currently, when that happens, the 4 years allocation is recorded as income to parent club.

**e-scrip is capping their donation at \$25,000 beginning with the next school year, 2011-2012.**

Safeway will limit e-scrip to \$25k per school, starting next year. Allocations between CPC and classes will remain the same, however, with CPC receiving 20%, or \$5,000 per year. The 80% will be allocated between the classes based upon their class size, as before. (Minor allocation to go to choral dept)

If there are any funds unused by a particular class, those funds will remain with CPC as a "general e-scrip fund", and, after offsetting any lingering expenses from the prior year, \$5,000 additional will be allocated to the current year senior class, beginning with the class 2014, until that overage is used up.