



1. Call to Order Meeting 6:00

2. Opening Prayer

- Principal Koeppel

3. Welcome and Introductions

- Meeting sign-in and contact sheet.
- Meet the 2018/19 PTF Executive Board:
 - Sonja Carlson-President
 - Jennifer Bartlett-VP
 - Esther Lanier-Secretary
 - Rita Villa-Treasurer
 - Melissa Botero-Faculty Rep.
 - Jason McGee-School Board Rep.
 - Rendy Koeppel-Principal

4. Approval of Previous Regular Meetings' Minutes

- 11 15 18 Meeting Minutes

5. Executive Board Reports

a. Administration

- New PTF Member Drive **“WE ARE FAMILY! Get up everybody and JOIN!”**
- 7 new PTF committees for 2018/19
- Our Parent Teacher Fellowship Mission Statement
 - **Promote**-Promote and support the ministry of the school and its staff.
 - **Communicate**-Communicate information on the school's ministry.
 - **Serve**-Provide service opportunities for parents and teachers.
 - **Enrich**-Organize educational programs, events and activities.
- PTF email: ptf@stpaulsfirst.org. Send us your suggestions.
- 2017/2018 Regular Meeting schedule:
 - Thursday, January 17
 - Thursday, February 21
 - Thursday, March 14 (Executive Board and Committee Chairs nominations)
 - No April meeting - Holiday
 - Thursday, May 9

b. Secretary

- February meeting minutes posted on our PTF web page.

c. Treasury

- Financial Statements-P&L, Balance Sheet
- Fall Festival P&L – **Talent Night funds pending to be processed. Expenditure of desks/chairs (over spent \$4000) \$3000 above approval**

d. Principal's and/or Faculty Report

- **Peter Pan Play – tickets sold online – Need volunteers to staff concessions area**



e. School Board Report

6. Committee Reports

a. Fall Festival Fundraiser Sub-Committees

- FF fundraising proceeds-Profit Goal \$6,000
 1. 70% 20 Virco desks and 20 chairs - \$4,000, 20% General PTF Fund - \$1,200.00, 10% Kathy Bayer Fund - \$600.00

b. Spring GAME NIGHT Fundraiser Committee

- Game Night fundraising proceeds-profit Goal?
70%-\$?, 20% General PTF Fund - \$?, 10% Kathy Bayer Fund - \$?
 - **Ideas:**
 - **Interactive boards for younger grades at reduced wholesale price**
 - **Field trips (Aquarium of the Pacific, Wildlife Waystation, California Science Center, Civil War Reenactment)**
 - **Fence for Wagner Hall**
- Event Date: April 26th 7:00-9:00pm in the School Gym.
- Sub-committees:
 - Set-Up and Take-down-Chair Jennifer B.
 - Concessions-Chair – Esther L.
 - **Serving Chili, Create a “Taste Award” for best chili, Award: Gift Card, Judges: PTF, Church and Teachers. Need cashbox**
 - **Create list of items needed to be donated**
 - **Judges will judge chili from 6-7pm**
 - Prizes-Chair-Chair- Dolores M.- **Secured gift cards and other giveaways**
 - Promotions-Chair- Jill D.- **Create promotional flyers**
 - Entertainment and Bingo-Chairs/ Jill D. and Jeannie D. – **Mary Clemons MC, Rents will play**
 - Childcare-Chair/s- Vacant – **Pre-school – 1st (Pre-school room), 2-4th grade (Wagner Hall) – Terri M. confirmed. Need to confirm Cynthia.**
 - Check-in/Tickets Sales-Chair/s- Sarah G and Melissa B. – **Need cashbox. Doors will open at 6pm. Game starts at 7pm-9pm**

c. Talent Night Committee-Chair Vacant

- Event Date: February 8th – **event was a success**

d. Easter for Kids April 12, 2019

e. Library/Media Committee-Chair/s Jesse/Jennifer Bartlett

- New scanning software and equipment.

f. Room Parent Committee-Room Parent Coordinator/s Jeanie DiMaggio and Joy LaMay

- Room Parent packet with training scheduled.
- Room Parents:
 - Preschool-Joy LaMay and Amber Jorgensen
 - K-4-Erik Panganiban
 - Kindergarten-Jessica Castillo and Corie DiJulio
 - 1st-Jeanie DiMaggio Dinu
 - 2nd-**Alejandra Flores**



Parent Teacher Fellowship

St. Paul's First Lutheran

PTF Regular Meeting Agenda 3 14 19

- 3rd- Monika Rodas
- 4th-Jill Dukes
- 5th-Karina Everly
- 6th-Sarah Gabb
- 7th-Dawn Berens
- 8th- Sarah Gabb

- g. PTF Promotions Committee-Chair Jill Dukes
 - Create advertising content for PTF events and information. Help maintain PTF website and social media pages.
 - Spring Fundraiser promotions, Save the Date Flyer, Event Flyer, etc.
- h. Grant Writing Committee – Chair/s Dolores McGee, Jennifer Bartlett
 - Technology grant update

7. Old Business

- Amend PTF Board Position criteria
- 35 Virco desks and chairs have been purchased.

8. New Business and Announcements / Questions

- Teacher Appreciation Week- start planning ideas with RP and staff – **May 6-10th – Monday (In-Flight Snacks), Tuesday (Merci! French Breakfast), Wednesday (Trip Down the Amazon), Thursday (Treat & Desserts from Around the World), Friday (Gracias! Mexican Catered Luncheon)**
- 3rd Quarter After School Enrichment Program-Identify program – **Art – Starts April 10-May 15**
- PTF Volunteer Appreciation Night-February 1st, f/u with Federal, other venue suggestions?
- 1-2 Dine-Out Events to be scheduled- Jersey Mike's and Rita's Ice etc. **Dine out April 9th Jersey Mikes and Rita's Ice**
- Ralphs Rewards community contribution program
- AMAZON SMILE: Help support our school when you shop on Amazon.com. Instead of going to Amazon.com, go to **smile.amazon.com/ch/95-1684084**. Amazon will donate a percentage of purchases back to our school. You log in with your regular Amazon account and password.

10. Adjournment/Closing Prayer



THE BEST TEACHERS IN THE WORLD (MAY 6-10, 2019)

DESTINATION: APPRECIATION

YOU MAKE THE WORLD OF DIFFERENCE... LET US TAKE YOU AROUND THE WORLD AS OUR WAY OF SAYING THANK YOU, MERCI, GRACIAS, DANKE!

MONDAY: IN-FLIGHT SNACKS

--WATER BOTTLES, SODAS, GRANOLA/ENERGY BARS, FRESH FRUIT, TRAIL MIX, CHEESE/CRACKERS PLATTER, CANDY BARS, RAISINS, BANANA CHIPS, CASHEWS, INDIVIDUALLY WRAPPED CHIPS, COOKIES, ETC.

* *K and K4 classes* together since they are the “newbie” parents and this will not be overwhelming

TUESDAY: MERCI! FRENCH BREAKFAST

--TEA, COFFEE, SCONES, MUFFINS, FRUIT, CROISSANTS, JELLY, BAGUETTES, ETC.

* *Preschool Parents*

WEDNESDAY: TRIP DOWN THE “AMAZON”

-- PURCHASE AMAZON WISHLIST ITEMS FROM THE TEACHERS FOR THE FACULTY ROOM AND LEAVE ITEMS PURCHASED IN FACULTY ROOM AS SURPRISE (e.g., school supplies for faculty room, equipment needed in faculty room, coffee pods, etc.)

* *Faculty Room Amazon Wishlist - (4th, 7th & 8th grades)*

THURSDAY: TREATS & DESSERTS FROM AROUND THE WORLD

--CHURROS, FRENCH PASTRIES, BAKLAVA, GERMAN CHOCOLATES, AMERICAN BANANA BREAD, CANNOLIS, MACAROONS, ECLAIRS, ETC.

* *Assigned to the two lowest enrollment classes (5th & 6th grades) since this is the least expensive and can be easily made or bought*

FRIDAY: GRACIAS! MEXICAN CATERED LUNCHEON

--CONTACT local Mexican restaurant Mucho Mas or El Pollo Loco, Baja Fresh, etc.

* *Assign to the three classes with the highest enrollment since this will cost the most (1st, 2nd & 3rd grades)*



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PTF Regular Meeting Agenda 3 14 19

Aquarium of the Pacific - \$825.00

http://www.aquariumofpacific.org/education/yourfieldtrip/auditorium_programs

Aquarium on Wheels includes a 60-minute program for up to 150 students plus additional time for touch time with the animals. They bring along a mobile touch table unit.

If you would like to see how they bring the touch tables, view this KTLA coverage of the mobile unit, very impressive - <https://ktla.com/2016/02/29/aquarium-on-wheels/>

Wildlife Waystation - \$250.00 donation per group/ \$500 for two groups – Favored for 2019-2020

<https://wildlifewaystation.org/education/outreach>

This is a local nonprofit located in Sylmar that was instrumental in wildlife preservation during the SoCal wildfires. They were very nice and recommended breaking the group into two: K4-5th grade and 6-8th grade. They suggested a program for the younger group regarding How to Co-Exist with Our Native Wildlife in CA (they would bring various animals for the students to touch and observe such as a possum, king snake, horned owl, etc. and also a touch table with lion's hair, quills, feathers, etc.). For the older group, she suggested Animals Around the Word (they would bring in for those students large snakes, alligator, hedgehogs, etc.) Each presentation is about 45 minutes.

California Science Center - \$400 per 30 students for the Labs

We can't do the Desert Dome since it is only geared to K-5 and I think we did the Astro Adventures one already? So, the Labs is the newest program.

<https://californiasciencecenter.org/programs/offsite-programs/>

Civil War Reenactment Group - ?

This is a Civil War reenactment group that Jennifer B. and Mr. B had looked into previously. I am still waiting on contact information from Mr. B.