

Junction Educational Foundation Board of Directors Meeting



MEETING DETAILS

DATE	TIME	LOCATION
Thursday, September 5, 2019	5:00 – 6:30 p.m.	Junction Elementary Palo Cedro, CA

ATTENDEES

Board Members Present	Jessica Snyder: President Jessie Ambrozevitch: Secretary until 5:55 p.m. Kayla Colburn: Treasurer Melisa Wood: Board Member Kelly Lindblom: Board Member Hope Bjerke: Board Member Open Board Position	Strikethrough indicates NOT in attendance. Guests: Principal: Mr. Shawn Martinez Guest: Mr. Schneider until 6:00 p.m. Guest: Ms. Lee Guest: Ms. Sills
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AGENDA

TOPIC	MEETING NOTES	ACTION ITEMS
Opening	The Junction Educational Foundation Board of Directors meeting is called to order by Jessica Snyder, President, at 5:03 p.m., at Junction School in Palo Cedro.	
Business Updates	<p>Hope makes a motion to approve the August minutes. Kelly 2nds. All in favor. None opposed.</p> <p>Kayla met with the accountant to file the taxes as well as sent a follow up email. She will follow up by 9/16.</p>	

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<p>Open Board Positions</p>	<p>Tax penalty was forgiven per Kelly for 2017-2018 tax year.</p> <p>Bank account: Kayla needs to be added to the savings account. Jessica needs to be added to both checking and savings account.</p> <p>Concerns that we just received \$12,000 invoices from JESD. Kayla will review carefully to ensure they were approved expenses. Suggested that we invite Cathleen and Elizabeth to the next meeting.</p> <p>Kelly makes a motion to approve Ms. Sills to the JEF Board/Teacher representative. Jessie 2nds. All in favor. None opposed.</p>	
<p>Projects</p>	<p>Annual Raffle Report is due October 1st. Jessica to complete by the end of the month.</p> <p>Insurance coverage does not cover sales/transfers of weapons. We will not solicit weapon donations for MHF. Will review the insurance coverages at next meeting.</p> <p>Robotics: see attached update. Google and Sierra Pacific is offsetting some of the expenses for the program. Build It has been a tough competition by recruiting students from Junction, it's a different philosophy and Junction Robotics should remain a separate program per Mr. Schneider.</p>	
<p>Events & Activities</p>	<p>Business Planning:</p> <p>Jessica Snyder's notes:</p> <p>STEM Program</p>	

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	<ul style="list-style-type: none"> • Mr. Schneider would like JEF to allocate \$8,000 to purchase equipment such as 3D printers and drones. • School district will provide \$2,000 • There are about 22-24 students who participate in this program • East Valley Times to feature Junction Robotics in an article <p>JMS Student Council</p> <ul style="list-style-type: none"> • Scholarship awards to be reduced to \$1,000 for 1st prize, \$800 for 2nd and \$500 for 3rd • Graduation Dress fund to help supplement students who cannot afford to purchase graduation clothes. Mrs. Lee suggested \$500 to be set aside for this fund. • Mrs. Lee also suggested setting aside some money for yearbooks for 8th grade students who are unable to afford one. They are roughly \$35 each. • Student council is looking to purchase a new mascot uniform as the old one has been well used <p>JMS lockers</p> <p>Middle school does not have lockers for students to put athletic equipment or band instruments in. Mrs. Lee mentioned in the past the students were able to use the computer room to place such items.</p> <p>Junction Apparel</p>	

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	<ul style="list-style-type: none"> Apparel seems to have been well received by parents, staff and students. We would like to send out an order form so families can order a specific style and size. That way JEF is not having to store merchandise. Staff members would also like to purchase shirts possibly polos with the embroidered logo Jessica mentioned purchasing a few aprons for the kitchen staff as there aren't any with the Junction logo <p>Fall grant opening</p> <p>Jessica makes a motion to open the Fall grant period to be active from 9/5/19 – 11/1/19. All board members approved.</p> <p>Kindergarten Playground update</p> <ul style="list-style-type: none"> Kelly has several planning meetings scheduled. 10/30/19 meeting is brainstorming for ideas, 11/13/19 is for parent input/ideas. Final design is scheduled for mid-March <p>Parent Communication</p> <p>Facebook Parent Group</p> <ul style="list-style-type: none"> A suggestion was made to feature a teacher so that parents can get to know the teachers better 	

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	<p>Homeroom Parent/Per Classroom</p> <ul style="list-style-type: none"> Ms. Wood asked the staff and there was no interest to have a class parent in each classroom <p>Sundial Raffle Raffle</p> <ul style="list-style-type: none"> Jessica scheduled with Holiday Market to sell tickets in front of the store on 9/21 & 9/22 and 9/28. Students will be able to start selling them Sept 16th and will end sales on Sept 30th. All money and unsold tickets need to be turned in by Oct 14th. <p>MHF Updates</p> <ul style="list-style-type: none"> We are still looking for donations and/or sponsors for the event Need to encourage staff, parents and community members to purchase tickets <p>Fall Carnival</p> <ul style="list-style-type: none"> Scheduled for Oct 19th since Kelly will be out of town Oct 26th* <p>STEM Parent/Student Event 3/14/20</p> <ul style="list-style-type: none"> Scheduled for 3/12/20 (check with Kelly to verify this date, I don't have it written down but just from memory) Board voted to hold a night event only so the kids can bring their parents to encourage involvement 	

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	<ul style="list-style-type: none"> • Hope will apply for a \$1,000 math grant to help supplement the cost <p>**After board meeting JEF unanimously approved the Business Plan via email vote.</p>	
Adjournment	<p>Jessica adjourns the meeting at 7:30 p.m.</p> <p>The next board meeting will take place Friday, October 5th 2019 at 3:30 p.m.</p>	

NOTES:

***Fall Carnival moved to October 26th via text conversation with board members.**

From: **Edward Schneider** <eschneider@junctionesd.net>

Date: Saturday, August 17, 2019

Subject: New submission from Request a Grant

To: Junction Educational <junctionef@gmail.com>

Cc: Jessica Snyder <msjessicasnyder@gmail.com>, Melisa Wood <mwood@junctionesd.net>

Good Morning,

For the STEM program we could use approximately between a \$6000.00 and \$8000.00 budget for the first year.

\$3500-\$5000-The 3D printer that would have the greatest impact and longevity would be the greatest investment (largest upfront cost)

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\$1500-Supplies to operate the printer for an academic year are projected

\$1500-Supplies for the projects (small solar panels, drills, motors, replacement supplies)

I have been working with Mr. Martinez to secure some funding for the program, and hopeful it will be fruitful.

ROBOTICS-

Currently budgeted \$2,500.00

Should be lowered to \$1500.00 this year (logic below).

- I have been asked to develop the local middle school league which will allow us to have outside support and supplies.
- The initial investments have allowed us to build a solid supply of kits.
- We have three arenas (two purchased, donation from Wood family) which is more then any other middle school.
- We will need to replenish some supplies (batteries, t-shirts, etc.)
- There maybe some local travel for the league competitions if Junction is not selected to host.

Thank you for your support of the middle school students; I am hopeful to attend the meeting on the 5th to provide updates (I may having coaching responsibilities).