



**Can Do! Education Foundation  
Regular Board Meeting Minutes  
November 19, 2010, 9:00 am  
District Boardroom**

**Attendance:**

**Board of Directors: Michelle Baumert, Kathryn Chipman, Kimberly Finn, Scott Geller, Jacquie Gribens, Natalie Huggins, Rachel Kertz, Carmen McHugh, Lynn Merrion, Lesley Savelli, Robin Gerrity, Candace Alexander, Keli Honsberger and Dr. Thomas Lohwasser**

- 1. Call to Order:** R. Gerrity called the meeting to order at 9:05 A.M.
- 2. Approval of Board Minutes from October 8, 2010 Meeting:** Director S. Geller moved for adoption of the October 8<sup>th</sup> minutes, Director N. Huggins seconded the motion, and the motion passed unanimously. **Approval of Board Minutes from October 22, 2010 Meeting:** Director L. Savelli moved for adoption of the October 22<sup>nd</sup> minutes, Director R. Kertz seconded the motion, and the motion passed unanimously.

President J. Gribens and Director K. Chipman joined the meeting at 9:07 A.M.

**3. Superintendent's Update:**

- ◆ Dr. Lohwasser congratulated and thanked the Board for a very successful auction event.
- ◆ Today is the end of the first trimester.
- ◆ Construction of the Solar Project is underway at Miller Creek this week. Next week, Vallecito and Dixie solar roof panels should be completed with work continuing at Mary Silveira.
- ◆ With the Fund a Need funds generated from the auction, 28 computers have been ordered and will be installed for the kids to be able to use after the Thanksgiving weekend. These computers will be evenly distributed between the 4 schools.

**4. President's Update:**

- ◆ **Rebranding Update:** Our organization name has now officially changed to the Can Do Education Foundation.
- ◆ **Site Liaison Reports:**
  - Dixie Elementary School: Director K. Finn reported that the DHSC met October 5<sup>th</sup>. They are working to set-up lunch clubs for those kids who don't want to be on the field; site council reviewed the STAR report and asked what can be done for the advanced/proficient students; the Marin Theater Company is coming in the spring; nutrition guidelines are being reviewed; and the principal reported that staff meetings are focused on student/teacher learning. The next DHSC meeting is December 3<sup>rd</sup>.
  - Mary E. Silveira Elementary School: Director M. Baumert reported that MESHSA will host a Spring Fling in March or April; there will be a talent show in February;



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the Harvest Festival raised approx. \$5,000; and MESHA is still recruiting new Board members for 2011. Next meeting is December 3<sup>rd</sup>

- Vallecito Elementary School: Director N. Huggins reported that the Fall Festival was well-attended; the next PTA meeting is on Monday; the Vallecito art specialist has been working with the kids and their art will be displayed Art Works in downtown San Rafael tomorrow though Nov. 27<sup>th</sup>.
- Miller Creek Middle School: Director K. Chipman reported that this morning the MCH&SC passed two motions: 1) to provide \$10,000 towards the purchase of new computers, and 2) to contribute \$4,999 towards the parcel tax initiative, both motions passed unanimously. In addition, the District solar project is underway; there was a school club fair (with the cooking and garden clubs with the most interest); a garden coordinator was hired for 15 hours/week; there was a TLHS presentation last week; and most importantly, the mood on campus is improving week to week.
- District Green Team: Director K. Chipman reported that there is a strong group on the Green Team focused on a variety of projects. Kathryn's group is working on trying to reduce the packaging from Choice Lunch; another group is working on making janitorial supplies "green."

**5. Staff Report:**

- ◆ **Marin IJ Advertising Campaign:** R. Gerrity reported that we are members of MAPS (the Marin Alliance of Public Schools) which consists of the education foundations from most of the schools in Marin County; meetings are 4-5 times a year. Matt Wilson from the Marin IJ, wants to help MAPS raise awareness of public education and help raise money for our schools. The IJ is offering 2 full page ads per week for a year. MAPS is responsible for developing the marketing plan on how to effectively use this ad space. MAPS's sub-group has met and asked an ad agency, Venable Bell, to help with this project on a pro bono basis. A marketing plan from the ad agency will be presented in December. Any dollars raised will go to MCOE and allocated per student throughout the county. The goal is to roll-out this campaign in January 2011. The target is businesses, not necessarily individual donors.
- ◆ **Policies & Procedures:** The new tax laws require that we complete the Form 990. One of the requirements is that we have to submit updated Policies & Procedures. R. Gerrity reviewed the changes made to the Policies & Procedures. Director L. Savelli moved to approve of the Policies & Procedures, Director K. Chipman seconded the motion, and the motion passed unanimously.
- ◆ **Other Items:** R. Gerrity represented our organization at the Las Gallinas Lions Club this week.



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6. **Parcel Tax Initiative:** Director C. McHugh reported that the Parcel Tax Parent Forum was held last night at Miller Creek. Approx. 40 parents attended along with most Dixie School District Board members, District Administrators, and **Can Do!** Board members.
  - ◆ **Financial Support to Parcel Tax Initiative:** Director K. Finn made a motion to approve a contribution of \$9,999 to the Parcel Tax Initiative, Director M. Baumert seconded the motion, and the motion passed unanimously.
7. **Financial Report**
  - ◆ **09-10 Year-End Review:** Director S. Geller provided a 09-10 year-end review. Director N. Huggins made a motion to write-off \$750 from a 2009-2010 Business Partner who went out of business, Director C. McHugh seconded the motion, and the motion passed unanimously.
  - ◆ **10-11 Monthly Report:** Director S. Geller reviewed the monthly reports.
8. **Committee Reports:**
  - ◆ **Auction Recap:** Director L. Savelli expressed her gratitude to the entire Board for contributing their time and talents to the auction fundraiser. The auction was a very positive community event which was much-needed. The final numbers are not available as the online auction will run through December 5<sup>th</sup>.
  - ◆ **Business Partner:** Director N. Huggins reported that the Business Directory was also distributed to all the Dixie School District staff. Director N. Huggins and L. Merrion will create a new holiday card for this year.
  - ◆ **Family Giving Campaign:** As of November 17<sup>th</sup>, 629 families have participated in the Family Giving Campaign, accounting for \$327,000 in donations (which represents 82% of the District financial goal, but only 49% participation). Miller Creek continues to lag significantly in participation. On December 1<sup>st</sup>, the next round of letters to families who have not participated in the Family Giving Campaign will be sent via bulk mail. The phone bank will be held in mid-January.
9. **Adjournment:** The meeting adjourned at 10:41 A.M.

Respectfully Submitted,

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Rachel Kertz, Board Secretary

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Date