

CSC Minutes for 1st meeting 09/09/24

Present - Spooner (4th), Smith (Gym), Mansfield (4th), AJ (AP), Renteria, Liz Delarosa (parent of K), Becca Lai (parent ECE / K Montessori), Kristy Carter Chester (parent of K), Margarita Barajas (parent of ECE4), Robert Rosenthal (community member). Leah (parent / community partner)
Elsa and Athena?

Good things / Introductions

Meeting norms - ask questions, everyone has a voice, balance your participation, listen actively without interrupting, clarify when you are advocating vs offering, say it now, in the room

Officer Requirements - **chairperson** (maintains the order), **secretary** (meeting minutes and the list of decisions)

Agendas - available 1 day before the meeting, partial agenda for next meeting should be addressed at the end of a meeting, topics must be brought up to the CSC, agendas will be posted on our website / CSC board.

School Budget Cycle discussion

Fall adjustment - count the actual number of students who are present - September 12th (registration and have at least one school day in the system, they count)

CSC has 3 main jobs

- Budget (look at projections and decide what to do with our money)
- Family, community engagement - recruitment

- Unified Improvement Plan (UIP) - admin shares the main pieces and what strategies we are using throughout the year - admin provides updates at each monthly meeting.

24/25 Final projections for GPA last year - We were projected to have 315, but we were at 348 ish at the end of 23/24. We felt like we would have more kids, so we asked for more and we were given an adjusted number of 325. **We are currently at 305 (K-6). (-20 below our school projections) Our actual eligible enrollment on 9/8/24 is 289 - several kids are here, but we have 16 kids who are not registered.**

- At the upcoming meeting, we will be looking at our budget and discussing whether we need to create any RIB (reduction in building) or if we can cover our losses with carry forward or reserves.
- Brainstorm - how can we recruit more kids? Do we want to ask for budget assistance? They will look at our past requests and determine if they want to support us again.
- **Renteria's next steps** - Wait for Thursday and see the exact numbers. This will provide us with an idea of the deficit that we may have. She will most likely call another CSC meeting before the end of the month because of the HR timeline for budget assistance.
- Budget Assistance - turn around is really quick and we must request for assistance by Monday, September 16th.
- Is it worthwhile to send a message out to all families to ask them to help us recruit children to show up to school before Thursday?

Suggestions to prioritize for this year

- Marketing GPA to outside businesses / apartments / housing to recruit and get the word out about our school and the opportunities that we have.

- Make connections with the Hippie program / PAT (0-3 year olds) to try to connect with home based programs to recruit.
- Full Day ECE / Montessori / other selling points that we can use to market GPA.

Budget Timeline

- Thursday the 12th - count
- Friday the 13th - forms are released with student count and budget considerations
- Budget assistance is Monday, September the 16th at 3:00.

Next meeting - Friday, September 13th at 4:15 virtual. If needed we will have a follow up meeting on Monday morning.

Things to do for next meeting:

- Decide on when we will have CSC asynchronous training (before the next meeting or during the next meeting).
- Post CSC agendas / minutes to School Status Connect
- Look at budget and discuss scenarios around RIB / carryforward
- Schedule a second meeting for this month so that we can discuss the budget before the second Monday of October.
- Provide requirements for budget allocations for the next meeting (specials / classroom teachers / paras / etc.)
- Brainstorming marketing ideas - we don't have a communications specialist, so figuring out what would be the biggest bang for our buck.
- Andrea will try to provide scenarios for our meeting on Friday.

