**PHSPC Board Meeting**

**September 6, 2019**

**District Conference Room, 760 Magnolia Avenue, Piedmont, CA 94611**

**Attendance:** Laura Katter, Melanie Marcus, Jane Violich, Susan J Ormond, Linda Smith Munyan, Amy McKenzie, Nicole Taylor, Stacey Merickel, Sally Guzdar, Doug Ireland, Noelle Tsukahara, Terri Burge, Cory Smegel, Nicki Gilbert, Heather Meil, Julie Wa, Lilly’s Stern, Rieko Haggerty, Cass Caulfield, Amy Aubrecht, Sarah Pearson, Jenna Caldwell, Katie Colbert, Michele Helm, Sarah DeVan, Sandy Rappaport, Julie Caskey, Tabitha Thomas, Narda Skov, Erin Brayer, Irma Muñoz, Allison Elvekrog

**9:15am** **Call to Order**, Laura Katter

* Approval of May 2019 Meeting Minutes
* Heather Meil made a motion to approve the minutes and Susan J Ormond seconded the motion and the board voted to approve.

**9:20am Welcome & Introductions, Laura Katter:**

The theme for this year is Community which can be built from a series of small things or one big event. Laura would like to encourage the PHS community to attend monthly Parent Club Meetings and upcoming socials organized by grade in the Fall. Laura is looking at organizing a community builder in the Spring and would also like to continue the tradition from last year that Mary Alice McNeil initiated of writing thank you notes to all the teachers and staff throughout the year. Laura expressed an interest in getting ideas on other ways in which we can continue to build community within PHS.

Introductions of all attendees were made by going around the room. Board and Community liaisons identified themselves.

**Proposed Mission Statement Presentation, Cass Caulfield:**

Over the summer Laura Katter met with Cass Caulfield to look at PHS Website, Parent’s Club section and the club Bylaws and decided that their was a need for a mission Statement, one that would be inspirational and motivational. The Executive Committee met in August and drafted the proposed PHS Parent’s Club Mission Statement noted below:PHS Parent’s Club: “In Order to enrich the Piedmont High School Educational experience, we support students and staff and promote a positive, collaborative school community.” This is a first draft and open to review and feedback.

A good Mission Statement provides a clear purpose and the goals for success. The bylaws focus more on the rules surrounding what we do vs why we exist. Mission Statements should always be inspirational and can help you make decisions and should feel good for many years. Once our Mission Statement is finalized it will be reflected in communication materials for the board.

A couple of people suggested starting with the word “to” and potentially switching the order of the current draft.

**9:35am Welcome Juvenile Officer** **Nicole Casalnuevo:**

Please free to call her Nicole, the kids call her “Officer Cas.” Nicole has 15 years combined law enforcement/military experience and several years experience as an officer in Piedmont. As the Juvenile Officer education is a big piece of her role and building relationships within the community. She is not looking to be the disciplinarian. Her experience includes tremendous additional training in engaging and working with youth for example ACE, training as a mentor and counselor/coach. She is the primary point of contact within the police department for parents, students which is of great benefit in supporting the community and provides consistency and greater continuity.

Her attire when she is engaging with students (unless she’s acting Sargent) will be a polo shirt and khaki pants. She was asked if she carries a gun, she does carry a small gun.

Nicole will not be based on school campus but will be based out of the Police department. She will be attending all the football games to support the kids.

She is looking to be as approachable and accessible as possible and assist the schools any way she can. Her role is a community based role and she is looking to be consistent and fair and available for advice and support.

One area of concern from last year was the way in which mental health situations are approached. She is looking to revamp the process and brings tremendous training and experience in this area. Laura Katter invited Nicole to come back in September and meet with parents for a parent coffee.

Recent interview and article with Nicole linked below for those not able to attend the Parent’s Club Meeting or Coffee. <https://piedmontexedra.com/2019/08/meet-nicole-casalnuovo-piedmont-police-departments-new-juvenile-officer>

**9:45am Administration Report**

Laura Katter acknowledged Administration and teachers and thanked them for a wonderful back to school night and for staying late.

**PHS Principal, Adam Littlefield:**

Principal Littlefield acknowledged Laura Katter and stated his appreciation for PHS Parent’s Club and the PHS Parent’s Club President past & present.

Thank you to Melanie Marcus for organizing the 1st Annual Chili Cook-Off and congratulations to the winners, the visual and performing arts entry for 1st prize.

Principal Littlefield mentioned that parents often ask what his job entails. He responded that much of his work involves meetings and work supporting the students. Using the PHS Organizational Chart 2019-2020 & PHS Administrator Responsibilities (linked below) as a visual. Principal Littlefield provided the example of the 33 teachers that are up for evaluation this year to illustrate his heavy meeting schedule. The process for review of each teacher ties to a set of specific goals and observations including a minimum of 5-6 hours of meetings per teacher not including time spent observing their classes. For further breakdown of the PHS Administrators roles and responsibilities, a link to the chart is below.

<http://www.piedmont.k12.ca.us/phs/pdf/PHS%20Organizational%20Chart.pdf>

**PHS Vice Principal’s Erin Igoe & Irma Muñoz:**

Vice Principal, Irma Muñoz gave her announcement time to Vice Principal, Erin Igoe. Vice Principal Erin Igoe reported that MHS & PHS ASB have been working together and are currently working on a joint Mission Statement. Looking at incorporating “achieve the honorable” motto and integration within the statement. Erin & Irma have met with all of the Freshman class during their regularly assigned tutorial time and plan on using the same system to meet with the the rest of the grades.

An issue this year is with students being late to class. Erin is looking to reduce the current level of tardies and educate the students regarding being respectful of everyone’s time and the greater impact their tardiness has on everyone in their class. 5 tardies will have consequences like detention for example.

The student handbook is a good resource for both parents and students. Pages 26-28 cover absences. A link to the handbook is below:

<http://piedmont.k12.ca.us/phs/pdf/phs-handbook.pdf>

Attendance is covered by the ED Code. Link to section regarding prolonged absences below.

<https://www.cde.ca.gov/ls/ai/tr/>

Please provide doctors notes when your students are missing class time for appointments. 15 parent-excused absences per year (not including medical and state-approved excused) and absences need to be cleared within three days. School funding is also impacted by absences. To conclude please remind your children to not be late to class as their late arrival impacts everyone.

**10:00am Community/Support Group Reports**

**Parcel Tax, Doug Ireland:**

Doug provided an overview on the history of the need for a parcel tax in Piedmont. Below are highlights from the district website on the topic and a link to the website as a reference.

<https://www.piedmont.k12.ca.us/district-info/budget/parcel-tax/>

Since the passage of Proposition 13 in 1978, the community has conducted a series of successful annual fundraising campaigns to save school programs threatened by cutbacks in state funds.  Recognizing that the community could not sustain annual fundraising campaigns forever, the community identified the school parcel tax authorization as a means for Piedmont to maintain a measure of local control to preserve excellence in Piedmont’s public schools. In 1985, the first parcel tax was passed. To date, Piedmont residents have approved Parcel Taxes eight times to preserve and maintain important educational programs and services in the schools.

What’s different this year is there are two measures G which is a continuation of the current parcel tax and measure H which is graduated by the size of your house and taxed at .25 cents per square foot. The monies raised by measure H would be focused on recruitment and retention of teachers and administrators and providing aids in the classrooms. 30% of the school budget is covered by the Parcel Tax; it’s successful passing by a 2/3rds vote is critical to sustain the amazing education system.

For families that don’t have children in the school district it’s an important reminder that all of our property values tie to the services provided in town.

Link to recent article regarding The Parcel Tax Campaign

<https://piedmontexedra.com/2019/09/yes-on-measures-g-and-h-campaign-works-to-gather-community-support>

Campaign website with more information

[https://www.yesongandh.org](https://www.yesongandh.org/)

To volunteer <https://www.signupgenius.com/go/4090849ADA623A46-phone>

or contact Hilary Cooper at [hillycoop@gmail.com](mailto:hillycoop@gmail.com)

**Giving Campaign, Allison Ellvekrog**

The gap in funding this year per student is $1,775.00 which is the ask this year for families with regards to The Giving Campaign. Any amount that people feel comfortable giving makes a difference, please give what you can. Participation by all is the main goal.

A link to more information and to donate via PEF is below:

<https://www.piedmontedfoundation.org/donate/giving-campaign/>

**School Board, Sarah Pearson:**

The School Board loves hearing from parents, students, administrators and teachers and all are welcome to attend School Board meetings. Sarah alerted parents about the Fair & Full Funding Campaign to advocate for better funding for public schools in California which currently stands 40th in the country in terms of funding.

**Fall Fest For Wellness Center, Susan Ormond & Narda Skov:**

Wellness Center’s only fundraiser scheduled to take place Saturday, September 21, 2019 Haven’s Becker Field 9:30am-11:00am Strength & Balance Class led by The Daily Method & Nest Yoga. Wellness center well used resource by PHS, MHS & PMS students. Also need regular donations of decaf tea and snack bars.

If you aren’t able to make it to the fundraiser it’s still possible to make a donation via the Piedmont Store, the link is below.

<https://piedmontstore.org/collections/pms-essentials/products/pusd-wellness-center-donation-volunteer-opportunities>

**Parent’s Club Reports & Vote**

**Parcel Tax Support Vote, Laura Katter for Tiffany Young:** The budget is in good shape with membership at $27,500.00 and additional monies left from last year which gives PHS Parent’s Club the financial flexibility to donate to The Parcel Tax Committee. Historically all the Parents Clubs have supported The Parcel Tax Committee/Campaign.

Motion to support Parcel Tax Campaign with a $2,000.00 donation by PHS Parent’s Club 1st by Allison Elvekrog, 2nd by Cass Caulfield board voted to approve.

Discussion around alerting Parents Club Board in the prior year of a Parcel Tax Campaign to better plan for a donation to be included as part of the budget.

**Membership Suzanne Heske & Jen Colton:** Update to be given at next meeting

**Registration:** Laura Katter recognized and thanked Heather Meil for the exceptional job organizing Walk Through Registration for PHS.

**Teacher Appreciation**, **Lisa Settlemier:**Luncheon taking place following the PHS Parent’s Club Meeting, good timing to thank the teachers for having stayed at school late Thursday evening for Back To School Night.

**Senior Reps Noelle Tsukahara & Erin Brayer:**Will provide an update at our next meeting.

**Education Speakers Series Stacy Merickel & Tracey Machle**: Upcoming Speakers for this academic year are listed below. To sign up, please go to the Piedmont Store <https://piedmontstore.org/collections/pms-essentials/products/education-speaker-series-ess-topics-related-to-raising-healthy-children-young-adults>

September 10 “LIKE” A Documentary on the Impacts of Social Media

This documentary film explores the wide-ranging impact of social media on the brain, on our lives, and on society, and offers insights into how we can navigate it more safely.   Following the 50-minute film, there will be discussion facilitated by Assistant Superintendent Dr. Cheryl Wozniak.

October 2\*

DEVELOPING EXECUTIVE FUNCTION SKILLS

Sarah Ward, MS

\*Note that this is a Wednesday

Children and teens who have trouble with executive function may have challenges in planning ahead, taking initiative, inhibiting impulses, managing time, completing tasks, and seeing “the big picture.”  A nationally-recognized expert, Sarah Ward will share strategies and tools for teaching children how to develop independent executive function skills.

October 29

ORCHIDS & DANDELIONS:  THE SCIENCE OF SENSITIVE KIDS

W. Thomas Boyce, MD

Distinguished Professor Emeritus of Pediatrics and Psychiatry at UCSF, Dr. Thomas Boyce studies and writes about the “dandelion” child -- hardy, resilient, healthy, and able to survive and flourish under most circumstances -- and the “orchid” child -- sensitive, susceptible, fragile.  Boyce will explore how genetic make-up and environment together shape behavior and how, with the right support, all children can thrive.

November 19

CANNABIS & THE DEVELOPING BRAIN

Danielle Ramo, PhD

During adolescence, the brain undergoes crucial development associated with judgment, critical thinking, problem solving, and memory.  A clinical psychologist, Research Director at Hopelab, and Adjunct Associate Professor at UCSF, Dr. Danielle Ramo will explore how cannabis use affects the teen brain and can disrupt brain development with potential long-term implications.

January 28

NICOTINE, VAPING & ADOLESCENT HEALTH

Bonnie Halpern-Felsher, PhD

A Professor of Pediatrics and Director of Research in Adolescent Medicine at Stanford University, Dr. Bonnie Halpern-Felsher will address:  effects of nicotine on the adolescent brain; youth vulnerability to addiction; health risks of using new pod-based devices like JUUL; why vaping is on the rise; and efforts to reduce youth vaping.

February 11

TEEN DRINKING

Kristen G. Anderson, PhD

The Principal Investigator of the Adolescent Health Research Program and a Professor of Psychology at Reed College, Kristen G. Anderson, Ph.D specializes in addictive behaviors relating to substance abuse from late childhood through emerging adulthood.  Dr. Anderson will address how teen drinking affects brain development and how to identify and discourage addictive behaviors in adolescents, to help parents develop practical strategies for addressing their teens’ decisions concerning alcohol.

February 25

MANAGING ANXIETY AT SCHOOL & HOME

Lynn Lyons, LICSW

With over 28 years of experience as a social worker and psychotherapist specializing in the treatment of anxiety disorders in adults and children, Lynn Lyons offers strategies and techniques for addressing, rather than avoiding, what makes us anxious.  She focuses on how to interrupt the worry cycle, and how to change behavioral patterns and cognitive habits that contribute to anxiety and depression.

March 24

HOW TO RAISE SUCCESSFUL PEOPLE: HELPING KIDS FIND THEIR OWN PATH

Esther Wojcicki

Esther Wojcicki, an educator, journalist, author, and parent, offers a formula for raising successful people: Trust, Respect, Independence, Collaboration, and Kindness.  The opposite of helicopter parenting, she advocates for letting children find their own path. She is the founder of the award-winning Media Arts program at Palo Alto High School, a leader in establishing the Google Teacher Academy, and was California Teacher of the Year in 2002.

**10:40am Closing**

Laura Katter

Invitation to anyone available to stay after the meeting to write thank you cards to teachers and staff for staying late for back to school and to show appreciation. There will be additional opportunities throughout the year to write notes of thanks and appreciation.

**10:45am Adjourn**

**Upcoming Events**

September 6 Back to School Teacher/Staff Luncheon

September 10 Education Speakers Series, Ellen Driscoll

September 21 FallFest

September 19 Parent Coffee w/ Principal and Juvenile Officer

September 26 Senior Picnic (hosted by Senior Reps)

October 2 Education Speakers Series, Ellen Driscoll

October 4 Next Parent’s Club meeting

October 10 Highlander Classic (hosted by Boosters)

October 25 Homecoming Rally & Game

October 26 Homecoming Dance

October 29 Education Speakers Series, Ellen Driscoll