

**ICNS Board Meeting Minutes**  
**7 November 2019**

Meeting called to order at: 7:11 pm

Members present: Donna Schwartz, Evelyn Le, Ashley Sarmiento, Nicole Best, Christine Hwang, Brooke Tawana, Tiana Teixeira, Carey Zamora, Salome Carrigan, Wende Hernandez, Sarah Duke, Margaret Valle, Cathy Nguyen, Chelsea Williams, Jennifer Made

**Co- Presidents Evelyn & Nicole**

- Teacher Salaries - need to discuss tuition increase prior to budget meeting
- Dec. 5th board meeting will be held at Evelyn's house: 30 Torrey Pine, Irvine 92620  
Gate code: #4281
  
- Drawbots: Jason needs help with purchasing, collecting supplies and glueing materials.

**1st VP Ashley**

- November: Haley Goldberg will present on raising emotionally intelligent children
- January: Kindergarten readiness - Kimberly Farajian (TK teacher)
- CERT Training: to be confirmed

**2nd VP Sarah**

- Holiday party: \$5 donation request
  
- Upcoming field trips: Fire station will be delayed until spring, Aquarium of the Pacific in Long Beach (January)
  
- Alumni event: Orchard Park 3:00 p.m. - 5:00 p.m. To market, Tracy used evite and word of mouth. Sarah will let Tracy know to post on Facebook.
  
- New laundry chairship - Michah's mom (Rachel S.)

**Treasurer Wende**

- Pumpkin City raised \$336!
  
- Donations for holiday party will be accepted through Zelle (specify in memo)

**Secretary Margaret**

- Will send a copy of general meeting minutes to Jason (Webmaster) no later than Sunday evening following the general meeting.
  
- Will circulate September and October general meeting minutes at November meetings for approval.

## **Ways and Means Brooke and Christina**

Upcoming fundraisers:

- See's Candy: Will send to alumni online and at Alumni event. Workplaces are great avenues to promote sales.
- Parent Night Out: Dec. 12th or 19th. 5:00 - 8:00 pm (\$30 for first child, \$20 second child) Restaurant fundraiser to be determined. Donna to confirm with the City of Irvine if possible and child-to-parent ratio.
- Sponsorship: Christina to ask alumni if interested. Thank you gift will be a class picture or card.
- Jamba Juice will be an ongoing fundraiser. Brooke to pick up cards for November meeting.

## **Membership Tiana**

- Update on Rosters/Enrollment – 3 day class has 23 total students, 2 day class has one pending new family.

## **Newsletter Salome**

- Release date: January
- Next Newsletter Ideas: Winter activities, Family Hopes and Dreams
- Spring newsletter: Environmental awareness

## **OCCPPNS Carey**

Last Meeting: November Joint Area Board (JAB) meeting:

- Discussion regarding all member schools to be offered healthcare benefits. Currently ICNS teachers are not offered healthcare benefits. Retirement plan is offered through Fidelity.
- OCCPPNS offers grants for \$750 every 15 years.
- International Coop offers grants.
- Survey each year includes individual school information. From Ms. Donna's experience, she believes each Coop is unique and survey information may not be valuable. She suggests asking what makes your school exceptional.
- Research on the importance of play, effects of overscheduling and screen time.

## **Director Donna:**

- Upcoming Events:
  - Holiday Boutique - Friday, Dec. 13th Extra volunteers needed
- Accreditation process:

- \$550 fee to submit for annual report
- Quality rating system form has been completed. School receives \$500 and classes are offered. Nov. 20th Ms. Bushra will be observed.
- Creativity event - Ms. Donna will attend on Nov. 9th
- Bonuses - consider Accountant Lindsey Spears
- Next cleaning day: Nov. 16th

Margaret makes a motion to approve the October board meeting minutes. Ashely seconds the motion. The ayes have it, the motion carries.

Brooke makes a motion to conclude the meeting. Carries seconds the motion. The ayes have it, the motion carries.

Into to motions:

1. Reports or items for vote will be presented, then there will be a request for a motion
2. Member will state, I motion that we (change budget, file report, etc)
3. Then there will be a second from another member
4. Request for discussion, any discussion about item will happen
5. Then motion is restated for vote
6. All in favor say "Aya", and those opposed say "Nay"
7. The majority will be stated as "The Ayes have it, motion carries" or "The Nays have it motion fails"