

Caminitos Board Meeting

Meeting Minutes

December 14, 2017

6:30 pm

Type of Meeting: General Board Meeting

Meeting Facilitator: Erin Valladares

Attendees: Erin Valladares, Lauren McGeary, Jessica Cortes, David Keller

I. Call to Order: 6:45 pm

II. Roll Call

III. Review of Minutes From November:

Motion to approve November minutes: Seconded by Lauren McGeary

a. Add Dayna Depuis to Caminitos Account

- Board meeting minutes signed by Erin & David. David will drop off at bank.

b. Bylaws approved

- Need to be updated in handbook and website- Jessica has updated handbook

c. Filling registrar position

- Need email me form and password- Done

- Special meeting called and vote done. Alex Putnam has been voted in as the new registrar.

- Email me form and password collected and will be given to Alex- the new registrar.

d. Class Photo's

- Danilo's father has volunteered for taking pictures. Jessica will contact Danilo's father by email.

e. Caminitos open house & advertising

- Kindergarten's open house is February 28, 2018 6:00- 8:00 pm
- Caminitos open house will be February 28, 2018 at 6:30- 7:30 pm
- Open house specifics to be carried over to next meeting

f. Lady's resignation & new teacher assistant

- Lady resigned
- Sandra hired for teacher assistants job

g. Disagreement between Isabel & Lady

- Lady has resigned. Email sent by Erin to lady acknowledging her resignation.

h. Open preschool spots

- 1 pm spot- carry over to next meeting
- Sandra's son has taken full day spot to accommodate Sandra starting earlier on short notice

IV. Open and Standing Issues

a. New Registrar

- Special meeting held and vote done. New registrar voted in.

b. Isabel's meeting with parents

- Positive feedback after meeting. Parents receptive and will try to follow through with suggestions. Will reassess in a month.

c. Danilo's niece Kiara wants to volunteer

- Volunteer form needs to be filled out. Guardians also need to sign because she is 12 years old. Email with instructions will be sent to Danilo as long as Isabel agrees.

- d. Sandra would like to come another day to do the after class cleaning
 - A set of keys will be given to Sandra with the board's approval. Sandra will need to go through standard procedures required by school to obtain the keys. Sandra would like to come on Thursdays.

- e. Sandra's payment
 - Sandra has gotten police check. Sandra is enrolled in documentation of certification of childcare on December 18, 2017 and her pay will increase after completion.
 - Will take CPR with first aid level C and will be reimbursed after registration
 - We have agreed to give her a signing bonus and payment will begin on November 18, 2017

- f. Teacher Report
 - no issues

- g. Treasurer report
 - See monthly report

V. New Business

a. Round Table

President:

- Danilo to be invited to next meeting to discuss raffle fundraiser
- Angela to be invited to next meeting to talk about marketing/ advertising for preschool advertising
- Will look into paperwork for registration for Casino

Treasurer:

- Finance Update
 - see monthly report

Registrar:

Secretary/ Webmaster:

Fundraiser:

VI. New Steps/ Tasks:

a. Tasks

- President
- Treasurer
- Registrar
- Fundraising & Volunteer Coordinator
 - Will start flyers / pamphlets (old flyers on drive to reference)
- Secretary/ Webmaster:
 - Will advertise on Facebook and email KEP community league

b. Next meeting: January 11, 2018 6:00 PM

VII. Adjournment

- Meeting adjourned at 8:45 pm