# Terra Nova Education Foundation Meeting Minutes

January 11, 2018

The meeting was called to order by Jason Selli at 7:00 pm.

## In attendance

Jason Selli, Ralph Crame, Megan Carey (Principal), Petra Schumann, Tina Steinberg, Mary McArdle, Heather Cole, Rachel Cauteruccio, Chris Zimdars and Sheila Ornelas

## Approval of Minutes

The minutes were read from the [click to select date], meeting and approved.

## Principal’s Update & Vision

1. Ms. Carey noted that TN is in the middle of a WASC year. WASC is the accreditation process for the school. This process highlights some of the specific needs of Terra Nova, including the need for support for English/Language Arts. We need academic support for students, skill remediation and professional support for the teachers. Math is another area that is commonly in need of the same support.
2. Terra Nova will partner with Skyline College next year to offer college level classes on the TN campus. The “dual enrollment” classes planned are Sign Language and Automotive Technology. Currently TN is offering Exploring Computer Science and it would be a benefit to partner with someone in this area.
3. The 8th grade district wide survey showed parents #1 desire for a high school is to have a well-organized plan to put their child on a track for college.
4. We have a goal to increase the student population at Terra Nova. We have approximately 920 students and would like to have 1100 – 1200.
5. We currently have 2.5 College Counselors.

## General Topics & Ideas

1. The name of the foundation was under consideration and the group voted on the Terra Nova Education Foundation
2. As we are forming the initial plans for the foundation, ideas are captured below. We can determine which to move forward with and the timing as they develop.
	1. Tie our sports programs to college preparation.
	2. Advertise/Market where TN students are accepted into college and where they decide to go.
	3. Combat and fix Terra Nova’s reputation.
	4. Create an 8th grade transition team for Terra Nova. May be able to form a team and participate in the community open house in March 2018 (host a table).
	5. We can start the foundation utilizing the PTO Tax ID but will need our own eventually. Ideally we need legal help to get the foundation off the ground. Ms. Carey may know someone or we can solicit parents.
	6. Chris Z. may be able to help establish a mechanism for donations when the time comes. Board and members need to define the appropriate amount to ask for from parents.
	7. Potential Fundraising recipients:
		1. Provide support for the Counseling Department such as staff and overall support for this critical group.
			1. Services and support to help students get on and stay on the college path.
			2. Support for students who may be struggling academically, tutoring before and after school
		2. Language Arts support (see Principal’s update)
3. Peninsula Education Foundation Research
	1. Petra provided an update that there are ~32 Education Foundations in San Mateo County and 600 in California. *See attached for chart.*
	2. There is a California Consortium of Foundations: [www.cceflink.org](http://www.cceflink.org)

## Budget

N/A at this time

## Committee Reports

N/A at this time

## Next Steps:

1. Attract a greater audience of parents and community members: Jason to work with Chris Dunhill to draft an introduction letter describing the foundations purpose. Meet with Mrs. Carey to review and email to all parents/guardians before next meeting.
2. Chris Zimdars to obtain domain name (and email address). Jason to start Facebook page. Do we need Instagram?
3. Create an 8th grade transition team for Terra Nova. May be able to form a team and participate in the community open house in March 2018 (host a table)
4. File Legal papers – need someone with experience in this area
5. Fill Board Positions
	1. Establish Committees
	2. Establish by-laws

## Next Meeting

February 8th Terra Nova Library 7:00 to 8:30 pm (2nd Thursday of every month)