

I. Call to Order by Sylvia Guzman. Meeting started at 7:05 pm.

A. Welcome – Sylvia Guzman welcomed in attendance.

Attendees - Melissa Graham, Kristine Whitelaw, Beth Rasmussen, Shari Johnston, Kristen Bulleri, Bridgett Summerfeldt, Amy Pomerance, Karen Higgins, Sylvia Guzman, Virginia Holunga, Toni Orr, Regina Juan.

B. Approval of Meeting Minutes

- **A motion was made by Kristine Whitelaw to approve the minutes from November 2014. The motion was seconded by Toni Orr and passed.**

II. Reports

A. Treasurer's Report – Sylvia Guzman

- Box Tops received a check and Safeway/eScrip needs to be looked at.
- The Multicultural Event on November 14th raised \$2350 for the 5th Grade Science Camp Fund.
- Family-Nite-Out in December raised \$710.
- See's Candies sales in December raised \$1508.
- Science Camp was paid for in December 2014.
- The Ice Cream Sale amounts look incorrectly entered: Please review it in the budget.
- The Custodial Treat Fund looks low. What did the custodian purchase?

B. Principal's Report – Shari Johnston

- The Bike Rack has been changed over the holiday break. The rack still does not have room to move bikes in and out without maneuvering other bikes out of the way. Shari Johnston will ask the District Office Maintenance Department again to fix the bike rack entrance. They will need to contact the Bay Area Air Quality Management District that installed the new racks to correct the problem.
- The school will be closed on Martin Luther King Day, January 19th.
- The Book Fair will be the week of January 26th – January 30th. Family Reading Night will be Thursday, January 29th in the MPR. The Book Fair will sell books in the Library.
- The 2nd Wednesday of each month is Walk & Roll to School. The January Walk & Roll had low attendance but it was a cold day. A raffle was held for students who participated.

C. Teacher's Report – Regina Juan

The teachers have requested that PTO look into purchasing canopies for a snack area to be used for student snack recess. The current placement of the snack tables is disrupting the adjacent classrooms and does not have proper sun shade. This was discussed and recommended to table until the next meeting.

III. Old Business:

- A. The After School Band program with ABC Music has begun their lessons during the week of January 5th. They will be at the school twice a week.

IV. New Business:

- A. The PTO has a request for a new table in the garden to seat kids during science class. At present, the garden has only two tables. These seats fit the smaller children in Kindergarten and 1st Grade. They do not fit the students in the 2nd through 5th Grades. A motion was made by Karen Higgins to purchase a third 46 inch square ADA table that will seat 8 people. The price is not to exceed \$1000. The motion was seconded by Kristen Bulleri and passed.
- B. The PTO has received yearbook donations. How will the PTO give the donation away? It was agreed that the 5th Grade teachers would choose a needy student from each class to receive the yearbook as a prize given at one of the assemblies. The prize will be presented as a Citizenship Award.
- C. The Book Fair will be the week of January 26th – January 30th. Pastries for Parents will be from 8:30-9:30 am. This event gives parents/guardians an opportunity to shop for the latest and finest titles for kids, as well as books of interest to parents in the library. Donations are also being requested for needy students. Family Reading Night will be Thursday January 29th in the MPR and the Book Fair will be selling books in the Library. Volunteers are needed to help with these events. Please sign up to volunteer on-line.
- D. The See Candies orders are due January 27th.

V. Announcements

- A. The After School Art program with the Young Rembrandts is at the school on Thursday's.
- B. The Spring Fundraiser meeting will be held on Wednesday January 21st in the Library.

VI. Adjournment

The next PTO meeting was set for February 11th from 7:00-8:00pm.
The meeting adjourned at 8:05 pm.