

Date: October 20, 2015

Attendees: Karen Higgins, Alyssa Garshol, Kristine Whitelaw, Kristen Bulleri, Bridget Summerfeldt, Sylvia Guzman, Danielle Hayes, Melissa Graham, Bridget Holt, Regina Juan, Shari Johnston, Susana Balderas, Virginia Holunga, Beth Rasmussen

Agenda

1. Opening
2. Reports
3. Old Business
4. New Business
5. Announcements

1. Opening

- Meeting was called to order by Danielle Hayes at 7:06pm
- **Karen Higgins moved to approve the September 15th meeting minutes as read. The motion was seconded by Beth Rasmussen. All voted in favor. Motion passed.**

2. Reports

- Treasurer's Report (Virginia Holunga)
 - Recent checks have come for Family Night Out from the 2014-2015 school year, including Round Table (which was 5th grade Science Camp fundraiser) and Oakland A's.
 - A letter came from Safeway relaying they would be giving us a portion of our money during the 2015-2016 to help offset the unexpected loss in funds due to their eScrip withdrawal. Deposits of approximately \$1800 will be made quarterly.
 - Karen Higgins inquired about the "Special Projects" line item in the 2015-2016 budget. Danielle Hayes shared this was to cover various requests and purchases for the school/teachers throughout the year. It was to provide a line item rather than placing the costs in Miscellaneous
 - Virginia reported several teachers (Debbie Betando, Regina Juan, Sheena MacQueen, and Viki Yearby) had used nearly all of their school year funds to purchase common core curriculum for their classroom and that was something the PTO should discuss.
- Principal's Report
 - We had great turnout at the Free Bike repair day. A total of 64 bikes were repaired by Turning Wheels
 - About a year ago the Assistant Superintendent held information meetings with parents at the various school sites to collect feedback and information on technology and facilities for a potential bond measure. Mrs. Johnston shared some of the feedback from that meeting and asked the PTO members in attendance to share additional thoughts or ideas. Potential ideas submitted by the PTO included:

- A shade structure over the lunch area
 - Newer TVs in all of the classrooms
 - New classroom projectors
 - Updated playground equipment
 - Chrome books in every class with headphones
 - Science lab/equipment and lab space
 - Technology specialist
 - Broadband capacity to allow testing and classroom activities
- If members had additional ideas, feedback or thoughts Mrs. Johnston urged them to email her by the week of 10/26.
- Teacher Report
 - Conferences were just wrapping up and the teachers appreciate all of the parental attendance. They enjoy meeting us and getting to know our children
 - The teachers thanked the PTO for the recent lunch. They really appreciated it, and the food was great.

3. Old Business

- **Yearbook:** Tito Pena was the yearbook cover winner. 4 additional top vote getters will be on the back. Approximately 40 entries were received for the yearbook cover this year. The PTO encouraged all of the entries submitted to be included in the yearbook. Since some children weren't familiar with the idea of a yearbook or a yearbook cover, it was encouraged to educate kids on this prior to the contest next year.
- **Boxtops:** We have approximately \$300 coming to us from the Boxtops. Bridget Summerfeldt is helping Beth Rasmussen with counting and putting together the most recent round of Boxtops submitted. The boxtops still need to be counted, and a class winner announced.
- **Jamba Juice:** Sales of Jamba Juice have stopped. Due to changes in the program Jamba Juice now requires 100-150 sales in order for them to come out to the school site and sell. After these changes were announced, the Jamba Juice salesperson arrived late after school, and therefore our quota was not met. The PTO is working with Jamba Juice to see about coming out again, but has been unsuccessful so far.
- **Spaghetti Dinner:** There was great turn out at the 5th Grade Science Camp spaghetti dinner fundraiser at Camp Arroyo. The PTO would like to see better teacher turnout. The PTO plans to look into reserving time earlier next year, in order to secure a Friday Night slot, and hopefully have more parent and teacher engagement.
- **Reminder:** Wear yellow October 21st for Respect

4. New Business

- **Treasurer Position:** Danielle Hayes informed the PTO that Virginia Holunga, the current acting treasurer had enrolled in her child in a different school and no longer had any children in the school. However, she noted she had found a loophole in the by-laws that would allow Virginia to stay on as treasurer. Karen Higgins expressed her reservations about having a parent who did not have any ties to the school be the person handling all of the funds for the PTO. She noted while she trusted Virginia she was concerned about the precedent it was setting and that we

may be setting the PTO up in the future to potentially be stolen from. She expressed concerns a precedent would be set where anyone without ties to the school would be able to come in and be the Treasurer. As a bookkeeper Danielle noted she understood the concern, but was torn as there was no one else available to take on the position. She suggested that perhaps Virginia could only handle the record keeping part, but would not handle any of the money. Karen again expressed concern that while we would know that Virginia was not handling money future PTO members would not, and again it was bad precedent. Danielle said in order to remove Virginia from office a 2/3 vote would be needed. **Karen Higgins moved that Virginia Holunga be asked to step down as treasurer. Alyssa Garshol seconded. Motion passed with 2/3 approval.**

Danielle said she would relay the message to Virginia, thanking her for her volunteer service.

Kristen Bulleri moved that Danielle Hayes step down as co-president and be appointed the PTO treasurer. Susana Balderas seconded. Motion passed.

- **Multi-Cultural night:** Multi-cultural night is November 6 from 5-8pm. Susana said a letter had been sent home to 5th grade parents asking for volunteers and items. Susana was looking for an extension cord, lights, ice, and coolers, Additionally there asking each 5th grade family to donate soda. Food served would include tacos, Filipino, Afghani, tamales and pizza. There would be dancers and performances including an Aztec dance, Mexican dance, and the Livermore American Indian Dancers. Prices will be \$7 a plate and \$3 a dessert. It was discussed potentially including a taste menu in future years of the event.
- **Walk-a-thon:** The Turkey Trot Walk a Thon is scheduled for Thursday, November 19th. Walking will take place in two sessions in the morning. TK-2 and 3-5. We are looking forward to parents attending and encouraging our walkers. We will also be selling pom poms for \$2 at the event. Donation forms will be going out asking for flat rate donations. This event will fit nicely in with our "get moving" campaign. There will also be prizes for students who complete the most laps and get the most donations. We are looking for volunteers to count laps. We are also looking for the turkey costume for the winning class to wear and lead the parade. The penny wars will also be taking place. Kristine Whitelaw agreed to help. We are looking for buckets for the war.
- **Spring Fundraiser:** Meeting for Spring Fundraiser planning will take place November 12th at 7pm
- **Cookie dough:** Cookie dough sales are completed and the students raised approximately \$5000 per grade. Cookie dough will be sent home the week of 11/16
- **Changes/additions to the budget:** It was decided to table these discussions until the next meeting due to time

5. Announcements:

- Multi-cultural night Nov 6
- Garden Clean up day Nov 14
- Cookie Dough Distribution Nov 16
- Turkey trot Walk a thon Nov 19

Meeting was adjourned at 8:35pm.