



## PTO Meeting Minutes

*Date | time* May 8, 2018 7:00 PM | *Meeting called to order by* Kristen Bulleri

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### In Attendance

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Tina Melissare, Aimee Holloway, Bonnie Sanders, Stephanie Featherstone, Jenny Ho, Shari Johnston, Alyssa Garshol, Kristen Bulleri, Kelly Dohmann, Renee Andrus, and Leah Kletnieks

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### Approval of Minutes

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Alyssa Garshol moved to approve the May 11, 2018 meeting minutes. Motion seconded by Jenny Ho. All voted in favor.

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### Agenda

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

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### Reports

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#### Principal's Report – Shari Johnston

- Harlem Wizards was a great event. Shari and Mrs. Voegelé participated.
- Cathy Newton, Reading Academy, is retiring. Student Site Council and Instruction Leadership will support the reading program. They have ordered reading and math assessments for a tiered program to benefit all students. Math volunteers from First Presbyterian and Instructional aides will be trained to support the students. Mrs. Newton will come back to help train the aides. We also sent a proposal for intervention needs and mobile sound equipment for blacktop to the Livermore Valley Education Foundation who received money from the Charter School.
- Received a Personalized Learning grant and now have a 1:1 chromebook to student ration for 2<sup>nd</sup> – 5<sup>th</sup> grades. Looking into grants for small group chromebook to student ratio for Kindergarten – 1<sup>st</sup> grade with the exception of Mrs. Saindon and Mrs. Price who received grants through Donors Choose for 1:1 ratio.

#### Teacher's Report – Kelly Dohmann (3<sup>rd</sup> -5<sup>th</sup> grade)

- Thank you for the decorated doors and Spring Fundraiser

## Treasurer's Report – Jenny Ho

- Mrs. Hurtado used her entire budget but needs an additional \$35.
  - Mrs. Dohmann offered to give Mrs. Hurtado \$35.
  - **Alyssa Garshol motioned to transfer \$35 from Mrs. Dohmann to Mrs. Hurtado. Motion seconded by Tina Melissare. All in favor. Motion Passed.**
- Received \$138.90 from Panda Express for Family Night Out.
- Garden Club receive a \$2,000 grant. It has been added as a Special Project line item. \$369.97 remains in their PTO budget
- Final balances as of 3/31/2018:
  - Checking: \$39, 572.50
  - Money Market: \$40, 815.37
  - **Total: \$80, 387.87**
- \$9, 581.31 still left for teacher reimbursements; Reimbursements must be submitted by May 31<sup>st</sup>.
- Budget for Playground Supervisor will be used
- After teacher luncheon on May 11<sup>th</sup>, hospitality budget will be used.
- Did not use the \$2,000 budget for Assemblies
- We did not use Science Camp budget of \$1,934.41. It will carry forward to next year.
- Must keep General Operating Expenses (copies, supplies, insurance, returned checks, and miscellaneous around \$3,000.
- Book Fair has \$201.80 remaining, Fund-a-book (c.f. funding) \$5,778.76, Multi-Cultural \$143.29, and Mission Busses \$265.00.
- Read a thon library reserve will be used
- Special projects Makers Space (\$1,726.58) and Steam Lab (\$1,631.25) will carry forward
- We have \$14,738 to spend for current year
- \$23,536 is reserved for specific items
- Budget for 2018-2019 school year is \$35,417 for teacher accounts, general fund, and operating expenses
- \$6,696 will be left for next year after all expenses (not including spring fundraiser profits)

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## Old Business

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### MPR AV Equipment Update – Allison Rodacker

- Av equipment is schedule to be completed May 30 – June 4

### Read-a-Thon – Leah Kletnieks

- Most successful read-a-thon to date
- \$11,608 total raised. After expensed our net profit is \$10,462.26.

### Spring Fundraiser – Leah Kletnieks

- Concessions – Melissa Graham: Will have Nachos, Cotton Candy, Drinks, and Candy Bags. No Hot Dogs or Snow Cones due to Food Trucks (Fuddruckers and Mike's Italian Ice). Need Ice Chests.
- Games – Renee: Will have Bean Bag Toss, Lollipop game, spin-a-prize, lollipop game, royal flush, mermaid game and water balloon launcher (with teacher participation)

- Decorations & Rock Painting – Stefanie Featherstone: Decorations are taken care of including a balloon arch. Has all supplies for rock painting.
- Cake Walk/Decorating – Alyssa Garshol: Has about 35 confirmed cakes. Cake voting will take place in Library. Will ask teachers to complete voting by 1 PM.
- Auction – Leah Kletnieks: Auction is coming together and am making final preparations
- Vendors will be Fuddruckers, Mike's Italian Ice, Video Game Truck, Bouncy Houses, Photo Booth, and DJ Steve
- Ticket Booth will accept credit cards for the first time to hopefully increase sales

#### PE Teacher Update – Allison Rodacker

- Sent a vote out to the teachers to see if they would be willing to reduce their annual budget to help pay for it
- 17 teachers voted; 10 No and 7 Yes but only willing to reduce by 25%
- Will work on other ideas to fund a PE Teacher; There is a 1<sup>st</sup> grade parent who would like to possibly teach 1 day/week

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### New Business

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#### PTO Nominations – Kristen Bulleri

- Flyer for treasurer went out and we received 0 nominations. Allison Rodacker has agreed to be treasurer. Other PTO nominations include Leah Kletnieks for President and Alyssa Garshol to take the remaining term for Secretary since position will be vacated.
- Open Committee Chairs: Hospitality, After School enrichment, Book Fair Coordinator, Multi-Cultural Coordinator, and Stingray Fund/Corporate Sponsorships

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### Open Discussion

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#### Retirees – Allison Rodacker

- Staff retirees include Cathy Newton (Reading Academy) and Mark Johnson (4<sup>th</sup> Grade). Would like to get them a gift.
  - **Allison motioned to buy two \$50 Amazon Gift Cards. Motion seconded by Aimee Holloway. All in favor. Motion Passed.**
- PTO retirees include Kristen Bulleri, Karen Higgins, Susanna Balderas, Bridgette Summerfeldt, and Stephanie Featherstone. Allison will host a going away party Friday, June 1<sup>st</sup> from 5-8 PM.

#### Open House – Leah Kletnieks

- I will have a PTO booth at Open House on 5/24 in an attempt to gain more volunteers and fill committee positions. Booth will have event pictures, info about what we do and where the money goes, recruitment flyer, email sign up, Facebook group flyer, and sell spirit wear.

#### Back to School Arena – Renee Andrus

- Volunteer sign up did not seem to be beneficial so recommend not having that this year. All agreed.
- Per Tina, Room Parent Sign up seemed to work well so would recommend having that again. All agreed.

#### Parent Communication – Tina Melissare

- Would like to improve communication between Parents and PTO by having teachers include the Room Parent Coordinator on all Teacher/Parent Email lists so we can have direct access to parents. All agreed.

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### Announcements

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#### Calendar – Kristin Bulleri

- 5/11/18 Spring Fundraiser
- 5/11/18 Teacher Luncheon
- 5/24/19 Open House
- 6/5/18 PTO Meeting, location TBD
- 6/7/18 Last Day of School
  - Monday (6/4) and Tuesday (6/5) same release time
  - Wednesday (6/6) early release at 1:30 PM
  - Thursday (6/7) early release at 12:30 PM

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### Adjournment

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Next Meeting will be Tuesday, June 5, 2018, 7:00 PM.

Meeting was adjourned at 8:09 PM.