



PTO Meeting Minutes

Date | time May 14, 2024 @ 7:00 PM | *Meeting called to order by* Mark Whatley

In Attendance

Paul Westman, Andrew Westman, Susan Lawson, Shannon Smith, Brooke Beyer, Ross Fetterman, Samantha Linford, Megan Clappin, Tom Jones, Megahn Hanely, Katy McGuire, Mark Whatley, Chrissy Wolfman, Marta Torok, Marinda Griese, and Leah Kletnieks

Approval of Minutes

Susan Lawson moved to approve the April 9, 2024 meeting minutes. Motion seconded by Shannon Smith. All voted in favor.

Agenda

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

Reports

Principal's Report – Tom Jones

- School and staff are busy wrapping up the end of the year. Working on next years master schedule for W.I.N., music, science, and library.

Teacher's Report – Samantha Linford, Megan Clappin, and Shannon Smith

- Abilities Awareness was great. Kids were excited about the activities and it has had a positive impact on them. Many student's related it back to our Rachel's Challenge assembly as well.
- 3rd-5th grades are finishing up state testing this week. Kids are doing well.
- Thank you for making the teacher budgets accessible on line so staff can keep track of their budgets.
- Thank you for purchasing the bikes and scooter for TK and Kindergarten.
- Thank you for Teacher/Staff Appreciation Week and the many sweets and treats. Room Service was a favorite!
- Thank you for supporting AR, Raz Kidz, and Book Fair.
- Volunteer Breakfast is tomorrow morning

Checking:

Previous Balance as of March 31, 2024 36,193.65

8 Deposits (Plus) 2,980.29

29 Withdrawals (Minus) 13,605.73

Service Charge (Minus) 6.00

Ending Balance as of April 30, 2024 25,562.21

Money Market:

Previous Balance as of March 31, 2024 167,087.65

Interest Paid (Plus) 136.33

Ending Balance as of April 30, 2024 167,223.98

[Click here](#) to see full treasurer report.

PCIC Report – Leah Kletnieks

- Civic Center Library presentation – Nathan Brumley
 - Summer reading program is June 1 – August 14 for all ages. They will kick off on June 8 at the library with tons of activities. June 8 is also the 20 year anniversary of the library.
 - Free lunches provided by Open Heart Kitchen at the Rincon library through the summer on Mondays, Wednesdays, and Fridays.
 - Library of Things: All different types of activities you can check out such as games, gaming consoles, park passes, museum passes, tools, electronics, instruments, etc.
 - Many free services offered on their website with your library card such as free tutoring from tutor.com, Kanopy (documentaries/art films), free access to the New York Times, free ebooks and audio books, practice driving tests and driving handbooks, and heritage.com.

Old Business

- Outdoor Learning Space Update: Planning meeting with the designer was rescheduled. It is a large space so this will be completed in stages over a time. Things being discussed are putting in large trees for shade such as Chinese Elms, working with district manager to repair irrigation, aeration, grass re-seeding, planting beds. Calaveras Nursery may discount or donate trees. Goal is to have a nice outdoor space for quiet reading, working independently.
- PTO purchased new tricycles and scooters for the TK/Kinder playground. Tire request was under review.
 - Tires were funded through donorschoose.
- Request for new tools/supplies for garden was funded through donorschoose.
- Request made for new playground equipment – junior basketballs, 4 square balls, jump ropes, hula hoops and new ball cart. Old equipment is damaged/broken.
 - Emily Stout-Garcia motioned to fund new playground equipment not to exceed \$600. Megahn Hanely second the motion. All voted in favor.
- Teacher/Staff Appreciation Week: We did an Olympic theme and had food and treats for staff everyday. Thank you to all the volunteers who donated. Suggest having the big luncheon earlier in the week instead of Friday so that staff can have the leftovers the remainder of the week.

- Family Movie Night: Had a decent turn out but not as many as normal. Decided no more movie nights in May as it was too hot and too light out. Kids wanted to play outside. Movie night is best for fall/winter.

New Business

- Carnival Update: Need more volunteers. Will have to close some activities during slots where there aren't any volunteers. Vendors Confirmed – Fun Servies, Tino's Taco Truck, Hot Dog King, Luvly Productions (photo booth), and Kona Ice. Fantasy sounds will DJ as a donation (parent of Jackson student). Received all auction baskets from classes. Lots to prepare but will be a great event.
- Online Auction: Auction closes tonight at 10 PM. Goal is \$8,000. Currently at about \$6,300.
- AR quote for the 24/25 school year: \$5,268
 - Katy McGuire motion to approve AR. Susan Lawson seconded the motion. All voted in favor.
- The school nurse has requested funding for extra clothes for TK/Kinder students for potty accidents.
 - Mr. Jones will follow up with further information about needs, costs, etc. Will table till next meeting.
- Requesting more snacks. PTO has a snack budget. Mr. Jones will follow up with front office to determine the needs so we can accommodate (how many snacks used daily, etc.).
- Science Camp Fundraising updates
 - Per Mr. Jones, the science camp contract has been signed by district. He will be the current contact person until the new 5th grade teachers start.
 - Fundraising goal of \$16,700 by next year. Currently at ~\$2k.
 - Future fundraising plans:
 - Host spaghetti feed
 - See's or other candy sales
 - Host two family dine out events next year specifically benefitting science camp
 - Continue BINGO with Granada Boosters. Have raised over \$500 in Q1.
 - Alameda County fair volunteer opportunities (reviewing requirements)
 - Planning to host a fundraising meeting, inviting 4th/5th grade families, at the start of the new school year.
 - Goal of meeting is to raise awareness of fundraising opportunities available to raise money, and engage class of 25/26 to begin participating for their 5th grade camp.
 - There are currently no established fundraising methods and we are starting from scratch post COVID-19. Current parents want to create a sustainable way to raise money. The class of 24/25 is starting at least eight months behind in terms of fundraising. The chair and parents are requesting that PTO:
 - Designate any excess of goal profits from the following events to go to science camp fund: Paint night, Movie night, Build-a-buddy, Multicultural night
 - PTO will table till next meeting to vote. Need further information.
 - Create room in the budget for scholarships for families who are unable to pay, requesting \$1k.
- Board Elections
 - President – Paula Westman
 - Leah Kletnieks motioned to nominate Paula Westman as President for the 24/25 and 25/26 school year. Megahn Hanely second the motion. All voted in favor
 - Vice-President/Co: Leah Kletnieks and Katy McGuire
 - Susan Lawson is unable to finish her term.
 - Paula Westman motioned to nominate Leah Kletnieks and Katy McGuire as Co-Vice Presidents for the remainder of the current term, 24/25 school year. Susan Lawson second the motion. All voted in favor.

- Treasurer – No nominees
 - Will table vote until June meeting in the hopes of finding a candidate.
- Committee Chair Positions
 - PCIC Rep – Paula Westman and Chrissy Wolfman. Leah Kletnieks as back up if needed.
 - Abilities Awareness Week – Megahn Hanely
 - Spring Carnival – Mark Whatley and Emily Stout-Garcia

Open Discussion

- 5th grade yearbook request: Request made by Mrs. Weetman to use her PTO funding to purchase yearbooks for 5th graders who have not purchased one so that they can participate in yearbook signing during last day 5th grade activities. Request was determined to not be an appropriate use of classroom funds. Additionally, per our yearbook contract, we only have a limited number of yearbooks left to sell to families that want a yearbook and this request would leave only a few left for others. PTO has decided to create a 5th grade autograph signing book for this school year which will include the 5th grade class pictures. We will discuss for next year (and future years) increasing our yearbook contract to include gifting all 5th graders a yearbook.
 - Ross Fetterman motioned to approve \$600 from miscellaneous funding to purchase 5th grade autograph signing books. Susan Lawson second the motion. All voted in favor.
- Request to fund Scholastic News to TK/Kinder classes (except Ms. Heathers class)
 - Susan Lawson motioned to approve \$870 for Scholastic News from the Literacy fund. Marinda Griesse second the motion. All voted in favor.
- Request from Garden for new Storage Shed
 - Current shed is broken and very small.
 - Leah Kletnieks motioned to approve \$5,725 for a new garden shed from miscellaneous funding. Katy McGuire second the motion. All voted in favor.

Announcements

- Calendar of Events
 - 5/15 Spirit Day – Western
 - 5/17 Spring Carnival
 - 5/23 Open House
 - 5/27 Memorial Day – No School
 - 6/4 Final PTO meeting of the school year

Adjournment

Meeting was adjourned at 9:10 PM.

Submitted by Leah Kletnieks

