

# 2023-2024 Gibson School PTA Association Meeting Minutes

## 2023-2024 Board Members

Allison Martin (President); Leslie Marquez (Executive VP); Megan Kimura (Treasurer), Jackie Gonzalez (Secretary); Marcella Garcia (VP Membership); Erin Toby (VP Committees); Diana Davidson (Principal); Jane Beauchane (Teacher Rep)

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Please [CLICK HERE](#) to access our 2024-2024 Meeting Minutes  
Until school staff is trained to update our website. Thank you.

**May 8, 2024**

Association Meeting (Open): 6:00PM to 7:00PM in Gibson School Cafeteria

View: [PTA Calendar at a Glance](#)

1. Call to Order- Allison called the meeting to order at 6:04
2. Roll Call and Quorum- quorum established
3. Action Item - Approve [April 10, 2024](#) Minutes- Leslie motions to approve the minutes with the amendment of adding Yvette to the Talent Show update, Megan seconds, all in favor
4. Financial Report - Treasurer
  - a. [April](#) Financial Report- \$434.83 income, \$1594.29 expenses, \$14,810.95 balance on hand
  - b. Submit Reimbursement Requests by 5/17- reimbursement request forms from staff appreciation week due by 5/17
5. Board Reports
  - a. Executive Board Report - President (Allison)- no update
  - b. Principal (Diana)- approximately \$800 from fundraiser at Red Robin, we are not having summer school at Gibson this year because we will be having construction done along the front of the school (measure Y funds), staff are enjoying the staff appreciation treats
  - c. Membership/Engagement VP (Marcella)- we are at 76 members, we were recognized by CA State PTA for increasing our membership
  - d. Committees (Erin)- busy with staff appreciation week
6. Old Business
  - a. Update - Read-a-Thon (Yvette)- we received \$2871 in donations, our cut is \$2,153.25, \$1722.60 check on the way, second check will be on the way next week, prizes have arrived and will be delivered next week. Ms. Mahal and Mrs. Harrison were the top reading classes and Pizza Guys is donating a pizza party, Top Readers in each class will get gift certificate for snowcones (donated by H2O store)
  - b. Update - Playground Communication Boards (Jackie)- they have arrived, will do work order to have M&O come hang them in August, will do an unveiling with Back to School Night,
  - c. Results - Spring Talent Show (Yvette/Diana)- talent show went great! This year we had 50 participants. SORD made the Gibson's Got Talent banner, each performer received a certificate in a frame and a memento program
  - d. Results - Open House Outreach (Allison)- PTA table by front office and Kona Ice was by front cross walk, several sweatshirts were collected by families from lost and found
  - e. Update - Staff Appreciation Week (Erin)- breakfast was good, people loved quiche, lunch went well but some concern with how long some food sat out- will consider other options for next year, mocktails on Friday
  - f. Reminder - Dine and Donate, May 16 at MOD Pizza (Allison)- any time and must use our fundraiser code
  - g. Discussion - End of Year Activity- our PTA event insurance will not cover a water slide, water day has been canceled, field trips: 5th grade field trip to Capitol, 6th Grade Walk Through History, PHS Seniors doing graduation walk, 6th grade vs parent softball game, school wide egg drop competition, last award assembly on 5/31
7. New Business

- a. Color Run a Thon- supplies needed: envelope with sponsorship form, color powder, OtterPops, monies for Gibson shirts for top fundraisers, Diana motions to approve 2024 Color-Run-A-Thon supplies, Megan seconds, all in favor
  - b. Diana motions to approve up to \$300 for cookie bar at 6th grade promotion, Sam seconds, all in favor
  - c. Abby asked about if PTA had considered Literati for the book fairs next year, cash =25%, money back to buy books through them =50%, they have a good selection of Spanish titles and low cost books, must profit \$6,500 in order to have second book fair, still has a E-Wallet option, Literati also has subscription boxes that people can buy at the book fair, Elks Reading Competition is district wide and not optional, after discussion- we agreed to try Literati next year and only do one book fair in the fall
  - d. Color Run A Thon on September 20 next year
- 8. Calendar**
- a. May Board Meeting - May 22 at 6pm
  - b. June Board Meeting - June 12 at 3pm
- 9. Member Announcements (2 minutes max per person, as time allows)**
- a. Discussion about Back to School Night- whole school welcome in assembly, PTA slide for teachers to insert into their presentation, possible volunteer fingerprint night
- 10. Adjournment at 7:08 pm**

**Attendance:**

Allison Martin

Leslie Marquez

Megan Kimura

Amber Hart

Abby Gratzter-Owens

Sam Finley

Diana Davidson

Marcella Garcia

Yvette Corvo Misener

Erin Toby

Jaclyn Gonzalez

**April 10, 2024**

Association Meeting (Open): 6:00PM to 7:00PM in Gibson School Cafeteria

View: [PTA Calendar at a Glance](#)

1. Call to Order- meeting called to order at 6:05
2. Roll Call and Quorum- 9 in person and 2 by Phone for quorum
3. Action Item - Approve [February 14, 2024 Minutes](#) and [March 13, 2024 Minutes](#)- Megan motions to approve the minutes from February and March, Diana seconds, all in favor, motion carries
4. Financial Report - Treasurer
  - a. [March](#) Financial Report- starting balance: \$20,211.77, income \$4400.54, expenses \$8,641.80, ending balance \$15,970.51, two checks cleared last week so available balance: \$14,898.51, upcoming
5. Board Reports
  - a. Executive Board Report - President (Allison)- restitution hearing pushed to mid-May, Historian's report due to 3rd District PTA by May 15th (volunteer logs and photos)
  - b. Principal (Diana)- Family Stem night on 4/18- volunteers are needed, Talent Show on 4/19, several field trips coming up this month, ELPAC testing starts next week, SBAC starts in May
  - c. Membership/Engagement VP (Marcella)
  - d. Committees (Erin)
6. Old Business
  - a. Spring Author Visit (Diana)- canceled for this year
  - b. Read-a-Thon Results (Yvette)- the reading part is closed, donations raised \$2,761 (we get \$2,070.75), students can shop Read-A-Thon.com online store for prizes until April 20. We students read 19,390 minutes! Winning classes announced Friday morning.
  - c. Playground Communication Boards (Jackie)- not yet ordered. Will order and have them send invoice to Gibson PTA
  - d. Spring Talent Show (Diana/Yvette)- banner is ready to be ordered, working on certificates and programs
  - e. April 13 Campus Beautification Day (Allison)- scheduled for Saturday, but looking like rain so might push to Sunday
7. New Business
  - a. Staff Appreciation Week - May 6 to May 10 (Erin)- Yvette motions to approve \$2,000 for Staff Appreciation Week items, Leslie seconds, all in favor, motion carries
  - b. Dine and Donate - May 16 at MOD Pizza (Allison)- confirmed, we get 25% all day (with flier/code), flyers will go out week before
  - c. Family STEM Night/Open House PTA Table Volunteers- volunteers needed- Allison and Leslie will split Open House
  - d. Discussion of how to increase membership- student performance or art display right before meeting, provide food for kids who attend, free PTA sticker with membership
  - e. End of Year Activity- possible water play day on June 4, one activity per class, firehose on field, DJ in afternoon, Otter pops, waters, PTA could possibly sponsor a water slide but will need to contact insurance
  - f. 2024-2025 Activity Priorities: Color-Run-A-Thon, Trunk-or-Treat, Pajama Party Movie Night, Dance Party, Book Fairs, Read-A-Thon, Staff Appreciation (December and May)
    - i. Allison mention RaiseCraze (kindness campaign fundraiser)
8. Calendar
  - a. April Board Meeting - April 24 at 6pm
  - b. Final Association Meeting - May 8 at 6pm

9. Member Announcements (2 minutes max per person, as time allows)

10. Adjournment- at 6:59 pm

Jaclyn Gonzalez

Allison Martin

Megan Kimura

Leslie Marquez

Sam Finley

Amber Hart

Yvette Corvo Misner

Cristina Smith

Diana Davidson

Vote By Phone: Michelle Bilodeau, Gina Flores

**March 13, 2024**

Association Meeting (Open): 6:00PM to 7:00PM in Gibson School Cafeteria

View: [PTA Calendar at a Glance](#)

1. Call to Order - Allison called the meeting to order at 6:00PM
2. Roll Call and Quorum - 14 members present, Quorum met
3. Action Item - Approve [February 14, 2024 Minutes](#), Table to next month as minutes are incomplete
4. Financial Report - Treasurer
  - a. [February](#) Financial Report - \$24,524.42 starting balance, monthly income of \$363.17, monthly expenses of \$4,675.82, ending balance of \$20,211.77.
5. Board Reports
  - a. Executive Board Report - President (Allison) - Yolo County DA restitution - We will try to obtain the restitution through a civil judgment as her case is being dismissed. Board approved a \$250 thank you gift card for DJ Dan Flores for services rendered at Polar Express Pajama Party and Family Glow Dance Party.
  - b. Principal (Diana) - Teachers appreciate the money donated by PTA. It has been divided up on a per pupil basis. Planning for the spring - SBAC testing, egg drop, talent show, etc.
  - c. Membership/Engagement VP (Marcella) - PTA table at dance party went well, we got a lot of volunteer signups. Still at 74 members.
  - d. Committees (Erin) - No report
6. Old Business
  - a. Results - Spring Book Fair (Abby/Erin) - Stage area worked well except for being smaller than the library, but it allowed students to sit on the tables when they were done shopping. Lots of parent and family volunteers, which was exciting and very much appreciated. Student council students helped younger students during recess. Every classroom got 2 books from the PTA thanks to a donation from a staff's family. Also, 2 students per class got \$10 vouchers (based on financial need from teacher suggestions, but it was given away like it was a raffle award). Eight Lions Club winners got \$50 to spend at the book fair. PTA helped front this money so they could purchase in person. Students read over 2000 books during the contest! \$9485 in sales (25% cash profit goes back to us).
  - b. Update - Spring Author Visit (Diana) - Diana ordered Wendi Locatelli's book but it is too religious for a public school.. We're looking at having her come do class presentations about ability awareness instead of focusing on the book. Jackie has info about the author that went to Freeman. Jane might have a content for an illustrator through a para. Geri Garrick (Community Schools Coordinator) has a children's book artist friend. Lots of possibilities that we still need to look into - Diana will pursue.
  - c. Update - Read-a-Thon - Mar 18 to Apr 5 (Yvette) - Fliers should have gone home this week, there will be another next week. Looking for people to do outreach with local businesses to request sponsorship - please talk to Yvette if willing and able. Also looking for volunteers to help with the pizza parties for the classes that read the most. We also need a few gift cards to include in the goody bags for top readers for each class.
  - d. Update - Random Acts of Kindness (Yvette) - No update
  - e. Update - Little Free Library Art Contest - Our box is graffiti proof so it can't be painted. Mrs. Daniels has been tidying it every week. Idea - painted rock garden around the bottom.
  - f. Update - Spring Talent Show - April 19th - Info will be going home soon. Two school performances plus an evening performance for parents. Garcia & Sabadinni are the lead teachers for the talent show. They would like a talent show banner that could be reused each year. PTA usually helps provide programs and certificates for performers.
7. New Business
  - a. April 13 Campus Cleanup (Allison) - requested a trailer from M&O for debris and high school students from Woodland and Pioneer High Schools
  - b. Approve - \$525 for 2024-2025 Cross Country Shirts (Leslie) - Megan moves to approve, Vicki seconds, motion passes
  - c. Dine and Donate Spring Fundraiser (Allison) - Allison suggests MOD pizza, people agree, Allison will schedule for mid-May

- d. Staff Appreciation Week - May 6 to May 10 - Establish Committee to work with Erin - breakfast one day, lunch one day, mocktails on Friday, and Erin will do some sort of craft for all teachers. Lots of ideas available through National PTA programs. Allison will send to Erin.

**8. 2024-2025 Elections (Leslie)**

a. Nominations:

- i. President - Allison Martin
- ii. Executive/Membership VP - Marcella Garcia
- iii. Committees VP - Erin Toby
- iv. Sec - Leslie Marquez
- v. Treasurer - Megan Kimura

- b. Jane motions to ratify the accepted nominations listed above. Vicki seconds. Motion passes. New board adopted.

**9. Calendar**

- a. March Board Meeting - Mar 27 at 6pm
- b. Next Association Meeting - April 10 at 6pm

**10. Member Announcements (2 minutes max per person, as time allows)**

- a. Vicki - Yolo Solano Air Quality District has grant money available.
- b. Rexpo is this Friday. Can we send info via ParentSquare?
- c. Boys & Girls Club - free child care - 1st grade and above at old Cross Courts
- d. Marquee update? Work is planned for additional parking through the district, so we'd like to run electricity while the work is happening. We're waiting to find out the cost and having to work with M&O.

**11. Adjournment - 6:55**

## February 14, 2024

Association Meeting (Open): 6:00PM to 7:15PM in Gibson School Cafeteria

View: [PTA Calendar at a Glance](#)

1. Call to Order- Allison called the meeting to order at 6:02
2. Roll Call and Quorum- eleven members present and one on speaker phone
3. Action Item - Approve [January 10, 2024 Minutes](#) Leslie moves to approve, Megan seconds, all in favor
4. Financial Report - Treasurer
  - a. January Financial Report: total of \$0.23 for dividend income, \$3,636.21 in expenses, balance on hand is \$24,524.42
  - b. Approve - July 1 to Dec 31, 2023 Audit Report- Megan motions to approve, Jane seconds, all in favor
  - c. Allison shared updated planned expenditures. Requests that all receipts for reimbursements be submitted within two weeks.
5. Board Reports
  - a. Executive Board Report - President (Allison): discussed more about communication boards for the playground, discussed teacher reimbursements- donation to the school funds so teachers can go through Jacob for purchases, when we chose Scholastic Dollars over cash payout, we did not recuperate up-front expenses (\$267) and this should be a consideration for the future
  - b. Principal (Diana)- started ELPAC testing, teachers were trained today on how to give group testing, 6th grade is going to Mondavi Center on 2/26, new playground balls are going out, Read Across Week is coming up, SBAC testing begins in May, iReady diagnostics start March 15, Sixth Grade Science Camp went well
  - c. Membership/Engagement VP (Marcella) - Dance Party Table- Sam, Parent Conference Week- ½ page flier to go out
  - d. Committees (Erin)
6. Old Business
  - a. 24/25 Board Elections (Leslie): no one has emailed asking to run for office
  - b. Family Dance Party (Jackie): Dance Party is next week, we have decorations, DJ, cookies and water. We have high school volunteers scheduled to come and need a few PTA members to help with PTA table and glow stick sales
  - c. Approve - Up to \$5,000 to Purchase (2) Playground Communication Boards (Jackie/Jane): discussion on material type- decided on vinyl. Diana motions to approve up to \$5,000 for two communication boards, Sam seconds, all in favor, motions passes. Discussion about how to facilitate all students using it
  - d. Spring Book Fair - Mar 1 to Mar 8 (Abby/Erin)- Book Fair will be on the stage this year. Set up on 2/28 and 2/29. Budget request up to \$200. Yvette motions to approve up to \$200 for book fair expenses, Diana seconds, all in favor
  - e. Spring Author Visit (Leslie/Diana)- local author Wendi Locatelli is confirmed for Author Night. Details TBD. LEsleie motions to approve \$1,000 for Author Night, Sarah seconds, all in favor, motion passes
  - f. Read-a-Thon - Mar 18 to Apr 5 (Yvette)- using Read-A-Thon.com to track reading and raise money. Students get 15% of the money they raise in points to spend at the Read-A-Thon.com store. PTA will purchase additional prizes for the Top Readers in each class and pizza party for Top Class in TK-3 and 4-6. Gibson receives 75% of the donations. Allison will help get business sponsorships. Leslie motions to approve up to \$300 for supplies. Jane seconds. All in favor.
  - g. Update - Electronic School Marquee (Diana)
  - h. Random Acts of Kindness (Yvette)
7. New Business
  - a. Approve - \$5,500 to Gibson School Donations Account for Teacher Reimbursements- Diana motions to donate \$2,250 to the Gibson donation fund (including the previously approved \$1,000) for classroom supplies that directly impact students learning, Leslie seconds, all in favor, motion passes
  - b. Approve - Up to \$250 for Floor Sign Holders for Cafeteria Waste Sorting Posters: Erin motions \$250 for sign holders, Yvette seconds, all in favor)
  - c. April 13 Campus Cleanup (Allison): Save the Date

- d. Staff Appreciation Week - May 6 to May 10 (Leslie?): no update
  - e. Spring Talent Show: date TBD- end of April/early May, PTA helped with programs and awards/frames, Michelle suggested digital programs by QR code, discussion will continue at March meeting
  - f. Little Free Library Maintenance: Mrs. Daniels signed up to help keep the library clean, school-wide art contest to design the artwork for the free library
8. Calendar
    - a. February Board Meeting - Feb 28 at 6pm
    - b. Next Association Meeting - Mar 13 at 6pm (2024-2025 Board Elections)
  9. Member Announcements (2 minutes max per person, as time allows)
  10. Adjournment: meeting adjourned at 7:10

Attendance:

Allison Martin  
Megan Kimura  
Diana Davidson  
Jaclyn Gonzalez  
Erin Toby  
Jane Beauchane  
Sam Finley  
Leslie Marquez  
Yvette Corvo Misner  
Lorie Seivers  
Sarah Duncan  
Michelle Blideau (phone)

**January 10, 2024**

Association Meeting (Open): 6:00PM to 7:15PM in Gibson School Cafeteria

View: [PTA Calendar at a Glance](#)

1. Call to Order- Allison called the meeting to order at 6:00
2. Roll Call and Quorum - Full Quorum at 6:18
3. Action Item - Approve [December 13, 2023 Minutes](#) : Diana motions to approve minutes, Megan seconds, all in favor
4. Financial Report - Treasurer
  - a. [December](#) Financial Report: many reimbursements this month, not much income. Ending available balance \$28,160.40. Still missing invoice from movie license- Sam will follow up.
  - b. Update - July 1 to Dec 31, 2023 Audit/Committee- due February 15th
5. Board Reports
  - a. Executive Board Report - President (Allison)



- i. Need to form an election committee (discussed later in agenda)
  - b. Principal (Diana)
    - i. Influx of new students, Lions/Elks Clubs reading program starts on Tuesday 1/16/23 - one winner per grade level will receive \$50 in Scholastic Dollars, free Mondavi field trips begin next month. We received a \$3,002 donation from the Alteri foundation (half to Camille Sabbadinni and half to Gibson school). 6th grade science camp is next week at Walker Creek.
    - ii. Gibson has purchased ball hoops, which have been delivered to M&O, and will hopefully be installed soon
  - c. Membership/Engagement VP (Marcella)
  - d. Committees (Erin): no update
- 6. Old Business
  - a. Update - School Garden Supplies (Allison)- has been ordered and should be delivered tomorrow
    - i. Debating fruit trees by the garden and concerns about rodents. No resolution tonight.
  - b. Results - Gibson Garden Club - January 6 Event (Allison)- 11 people showed up and Lorie has been working on the front parking lot bit by bit
  - c. Update - Family Dance Party (Jackie) - Allison will help recruit high school students. Yvette, Sam,
  - d. Update - Coreboard Mural (Jackie/Jane) - Muralist who did the sight word mural is no longer in the Sacramento area. Look into a banner instead of mural. Look into prices of banners. Try to get installed by Autism Awareness Month.
- 7. New Business
  - a. Board Elections - Nominating Committee (Allison)- responsible for flyers to let Gibson community know that elections are coming up in March. Leslie, Sam, and Yvette will be the nominating committee.
  - b. Spring Book Fair - Mar 4 to Mar 8 (Abby/Erin)- no report
  - c. Author Visit - Mar 14 (Diana)- Leslie will reach out to Wendi Locatelli
  - d. Read-a-Thon - Mar 18 to Apr 5 (Yvette)- confirmed
- 8. Calendar
  - a. January Board Meeting - Jan 24 at 6pm
  - b. Next Association Meeting - Feb 14 at 6pm
- 9. Member Announcements (2 minutes max per person, as time allows)
  - a. Yvette asked if we received responses when we sent an email request for help with the entrance clean up, had a conversation about member engagement. Yvette suggested that we be specific in our request for support and identify tasks that we need help in.
  - b. Diana- looking for community members to come read on Wednesday 2/28/24 for Read Across America
- 10. Adjournment- Jane motions to adjourn, Sam seconds, all in favor

Attendance:

Jaclyn Gonzalez

Allison Martin

Erin Toby

Jane Beauchane

Sam Finley  
Leslie Marquez  
Diana Davidson  
Lorie Seivers  
Meagan Kimura  
Yvette Corvo Misner  
Crystal Fullen

**December 13, 2023**

Association Meeting (Open): 6:00PM to 7:15PM in Gibson School Cafeteria

**View:** [PTA Calendar at a Glance](#)

1. Call to Order- Allison called the meeting to order at 6:01
2. Roll Call and Quorum
3. Action Item - Approve [November 8, 2023 Minutes](#)- Diana motions to approve the November meeting minutes, Jane seconds, all in favor, motion carries
4. Financial Report - Treasurer
  - a. [November](#) Financial Report- ending balance is \$29,515.78. Taxes were submitted.
5. Board Reports
  - a. Executive Board Report - President (Allison)- no report
  - b. Principal (Diana)- Good Day Sacramento came to Gibson to film Mrs. Daniels' class and Ms. Robinson's class making ornaments for the TV station's tree, a parent asked about the bus fire last week for the 5th grade field trip- her son has been coughing since that incident. Diana will ask transportation for more information.
  - c. Membership/Engagement VP (Marcella)- membership meeting attendance raffle! Congrats to Laurie, Yvette, and Abby
  - d. Committees (Erin)- no report
6. Old Business
  - a. Fall Book Fair Results/Spring Book Fair (Yvette/Abby)

- i. Report: Yvette shared that the book fair was very successful, gross sales ~\$11,180, students seemed to be buying more books as opposed to 'trinkets,' big thank you to the volunteers who helped set up, run, and take down the book fair, Student Council and Student Advisory groups helped other kids shop, PTA donated \$10 to one student per class who teachers felt was not going to be able to purchase a book, also had a private benefactor who donated for students who had made wish lists but did not bring money back, more teachers made wishlists, more students did e-wallets. It was helpful that each class got to visit twice to browse and then shop.
  - ii. Action Item - Discussion and Approve Profit Payout Options from Scholastic- Abby shared that the profits from the book fair usually goes to the library. If we take Scholastic Dollars, we get 50% of the profit. If we take cash, we get 25% of profits. Abby would like to take the Scholastic Dollars and purchase "library bound" Non-Fiction titles. (The school district is giving all libraries money for Fiction with diverse characters.) Sam motions to approve taking the 50% Scholastic Dollars payout option and issuing the balance to Scholastic, Laurie seconds, all in favor, motions passes.
  - iii. Spring book fair will start March 4. The Lions Club Reading Contest will start on January 9 and run through February 23. Winner's get \$50 in Scholastic Money.
- b. Polar Express Pajama Party Results (Erin)- So much fun! 130+ people attended. High School volunteers helped run the event. Big thank you to the volunteers, Nick Claus!, and the Flores family for donating DJ/video services
- c. Staff Appreciation Breakfast Results (Leslie)
  - i. Several parents helped set it up this morning, many teachers sent thank you emails
- d. Cafeteria Waste Sorting Update (Allison)- Monday 11/27, we implemented cafeteria waste sorting, setup has changed as we figure out what will work best- younger students have caught on, older students are improving, still need systemic changes in the district (need recycling totes, etc) Eco-Hero assembly on 1/26 to help support this cause

## 7. New Business

- a. School Garden Supplies (Allison)
  - i. Action Item - Approve \$650 for School Garden Supplies (kids garden gloves, etc)- Laurie motions to approve \$650 for garden supplies, Diana seconds, all in favor, motion carries
- b. Gibson Garden Club Event - January 6, 2024 Time TBD (Allison)- member email going out, anyone who can bring green waste totes/small trailers/ gardening tools
- c. Family Dance Party - February 23, 2024 (Jackie)-
  - i. Action Item - Approve Budget- Leslie motions to approve \$1000 for family dance party budget, Sam seconds, all in favor, motion passes
- d. Coreboard Mural (Establish Committee)- Jackie and Jane will draft a core board and look into costs. Leslie will look into previous muralist to see if we can bring him back for this mural

## 8. Calendar

- a. No December Board Meeting
- b. Next Association Meeting - 1/10 at 6pm

## 9. Member Announcements (2 minutes max per person, as time allows)

## 10. Adjournment

## Attendance

Jaclyn Gonzalez  
Leslie Marquez  
Allison Martin  
Abby Gratzer-Owens  
Diana Davidson  
Marcella Garcia  
Yvette Corvo Misner  
Sam Finley  
Erin Toby  
Laurie Seivers  
Jane Beauchane

**November 8, 2023**

Association Meeting (Open): 6:00PM to 7:00PM in Gibson School Cafeteria

View: [PTA Calendar at a Glance](#)

1. Call to Order- Allison called the meeting to order at 6:00
2. Roll Call and Quorum- quorum established
3. Action Item - Approve [October 11, 2023 Minutes](#)
  - a. Leslie motions to approve the minute as written, Jane seconds, all in favor, motion carried
4. Financial Report - Treasurer
  - a. [October Financial Report](#)
  - b. November 15 Tax Filing Update- Taxes will be filed on Friday
  - c. Action Item - Approve 2022-2023 Annual Financial Report and Submit to 3rd District
    - i. Leslie motions to accept the 2022-2023 Audit report and submission, Lori seconds, all in favor, motion carries
  - d. Action Item - Approve Payment of Bills (\$525.00 WJUSD Bus)
    - i. Gina motions to approve the payment, Jane seconds, all in favor, motion carries
  - e. Audit Committee for July 1 - December 31, 2023 (2 volunteers, Due Feb 13, 2024)
    - i. Jackie and Barbara Chase will complete the audit
5. Board Reports
  - a. Executive Board Report - President (Allison)
    - i. No report
  - b. Principal (Diana)
    - i. Everyone is ready for a break! Parent-teacher conferences are next week. Dismissal is 11:45 all next week.

- c. Membership VP (Marcella) - Membership Drive Results
  - i. Mrs. Duncan and Mrs. Harrison's classes had a pizza party for being the highest percentage of members join during the membership drive
- d. Committees (Erin) - Committee Signup Needs/Opportunities- none needed right now

**6. Old Business**

- a. Action Item - Approve [Revised Bylaws](#) and Submit to 3rd District
  - i. Diana motions to approve the revised bylaws, Erin seconds, all in favor, motion carries
- b. Trunk or Treat Results (Jackie)
  - i. Great turnout- 15 trunks and over 200 votes for best trunk, financially we about broke even (which was the goal), lots of volunteers helped make it happen
- c. Fall Book Fair - November 13 - 17, 2023 (Yvette/Abby)
  - i. Collecting spare change for coin drive (to help kids that are a little short at the register), all set up, open 12-4 everyday and until 7:00 on Wednesday, need a few more volunteers to run the registers, student council volunteers will help students shop

**7. New Business**

- a. Action Item - Increase Field Trip Expense Budget by \$1,000
  - i. Jane motions to approve increasing the field trip bus budget by \$1,000, Gina seconds, all in favor, motion carries
- b. Cafeteria Waste Sorting Support (Allison)
  - i. Hoping PTA volunteers can help during breakfast and lunch times to monitor students' sorting organics, recycling, and trash (volunteers will need to be "approved" through the WJUSD process-contact Mariana Chavez)
- c. Polar Express Pajama Party (Erin, Allison, Sam F)- Friday, December 8
  - i. Action Item - Approve Budget
    - 1. Yvette motions to approve up to \$1,750 for expenses for Polar Express Party, Gina seconds, all in favor, motion carried
  - ii. Activities start at 5:30, movies start at 6:30, raffle tickets, Santa will pass out bells after the movie
- d. Staff Appreciation Breakfast (Leslie)
  - i. Action Items- Approve Budget- Marcella motions to approve up to \$500 for staff breakfast, Crystal seconds, all in favor, motion carries
- e. Random Acts of Kindness (Yvette)
  - i. Yvette met with some students and are getting some ideas together

**8. Presentation - Yolo Farm to Fork - School Garden Update (5 minutes)**

- a. Jewelia is the garden coordinator, compost was delivered this morning, has a list of things that are in the shed and a list of things that are still needed to purchase. Asking PTA's support in purchasing some equipment, asking for donations of cardboard and mulch/bark, if members are interested in volunteering in the school garden they can contact Jewelia (and also need to be a WJUSD "approved" volunteer). She will be starting a Garden Club with the afterschool program.

**9. Member Announcements (2 minutes max per person, as time allows)**

- a. Gina asked about having a Pokemon Club at Gibson

- b. Amber asked about the marquee- Diana shared that there is a possibility of getting money for the marquee through Measure Y funds, but that it has not gone to the school board yet. Waiting to see what M&O wants to do with the Measure Y funds (remove grass for more parking?- would affect marquee placement)

10. Adjournment- Jane motions to adjourn the meeting at 6:57

**Attendance**

Crystal Fullen  
Samantha Finley  
Amber Hart  
Gina Flores  
Lori Seivers  
Julia (non-member)  
Erin Toby  
Jane Beuachane  
Cristina Smith  
Jackie Gonzalez  
Allison Martin  
Diana Davidson  
Marcella Garcia  
Leslie Marquez  
Yvette Corvo Misner

## October 11, 2023

Trunk or Treat Committee Meeting (Open): 5:45PM to 6:00PM in Room 3  
Association Meeting (Open): 6:00PM to 7:00PM in Gibson School Cafeteria

View: [PTA Calendar at a Glance](#)

1. Call to Order- Allison called meeting to order at 6:06
2. Roll Call and Quorum- quorum met (12 member present)
3. Action Item - Approve [September 13, 2023 Minutes](#) - Megan motions to approve minutes, Yvette seconds, all in favor, motion carried
4. Financial Report - Treasurer
  - a. [Monthly Financial Report](#)- color run donations over almost \$11,000, 13 new memberships, total income last month \$10,821.75, expenses were \$492.55, on-hand balance is \$28,496.83
  - b. Action Item - Approve Spring 2023 Audit and Submit to 3rd District- Marcella motions to accept the January-June 2023 audit and submit to 3rd District, Diana seconds, all in favor, motion carries
  - c. Action Item - Approve 2022-2023 Annual Financial Report and Submit to 3rd District (if available)- still in progress, no update
  - d. November 15 Tax Filing Update- tax meeting last week, taxes will be submitted soon
5. Board Reports
  - a. Executive Board Report - President (Allison)
    - i. Newsletter Update- rather than a newsletter, send home a monthly calendar listing school and PTA events with area for brief PTA notes
  - b. Principal (Diana)/Teacher Rep (Jane)
    - i. Diana- glad that color run was successful, starting to take field trips, no assemblies scheduled yet due to budget, two new paraprofessional ones and one paraprofessional two are starting soon, will be needing a yard duty soon
  - c. Membership VP (Marcella)
    - i. Membership Drive- 61 members! Membership drive goes until 10/22, one more flier will go home
  - d. Committees (Erin)
    - i. Electronic Sign-ups- one new sign up
6. Old Business
  - a. Color-Run-a-Thon (Leslie)- went well! Profits were around \$8,700. Look into on-line donations for next year. Discussion: nice to have paper so that kids can participate, on-line makes it easier for family members out of town to donate, look into options through Totem- possibly able to earmark donations through Totem. T-shirts have shipped and will be passed out soon
7. New Business
  - a. Bylaws Update - [Review Changes](#) (Vote to Adopt: November 8, 2023)
  - b. Trunk or Treat - October 27, 2023 (Jackie) - Action Item: Authorize Expenses- Yvette motions to approve up to \$500 for start up costs of food/supplies for Trunk or Treat, Sally seconds, all in favor, motion carries

- c. Action Item - Approve \$2,000 Library Donation from 2022-2023 Book Fairs, Yvette motions to approve \$2,000 to the library to purchase books and supplies, Leslie seconds, all in favor, motion carries
  - d. Fall Book Fair - November 13 - 17, 2023 (Yvette) - Action Item: Authorize Expenses- Megan motions to approve \$300 for book fair set up and supplies, Lori seconds, all in favor, motion carries
  - e. Gibson Garden Club (Allison)- some things PTA can do, but WJUSD M&O has certain things they need to do due to union laws, will try to do small projects throughout the year, rather than big work days
  - f. Polar Express Party 12/8/23 5-8pm- annual licensing \$550, single movie license \$350
8. Member Announcements (2 minutes max per person, as time allows)
  9. Adjournment- meeting adjourned at 6:59pm

Attendance 10/11/23

1. Yvette Corvo Misner
2. Jane Beauchane
3. Abby Gratzner-Owens
4. Erin Toby
5. Aimee Wallace
6. Sally Wallace
7. Lori Seivers
8. Diana Davidson
9. Allison Martin
10. Megan Kimura
11. Leslie Marquez
12. Jaclyn Gonzalez
13. Marcella Garcia



1. Call to Order- Allison called meeting to order at 6:00 pm
2. Roll Call and Quorum- all in attendance introduced themselves- quorum established
3. Action Item - [May 9, 2023 Membership Meeting Minutes](#) Approval- Leslie motions to approve minutes, Megan seconds, all in favor- motion carried
4. Financial Report - Treasurer
  - a. [Monthly Report](#)- report is for July and August: Diana motions to approve report, Erin seconds, all in favor, motion carries
    - i. Income from Totem (PTA membership), SpiritWear, restitution payments, Nugget Market SCRIPTs, Read-a-Thon
    - ii. Expenses: bus field trips, teacher reimbursements, 3rd District payment, PTA committee member reimbursements
    - iii. Discussion: Yvette asked if the SpiritWear payment was for the entire 2022-2023 school year- YES
  - b. Spring 2023 Audit Update- no update, Aimee Wallace and Cristina Smith volunteered to complete the audit
  - c. Action Item - [2023-2024 Operating Budget](#) Approval: Megan reviewed draft budget, Yvette motions to approve the draft budget with an increase in the budget for staff appreciation events from \$1000 to \$1300, Leslie seconds, all in favor, motions carries
5. Board Reports
  - a. Executive Board Report - President (Allison): first PTA board meeting a couple weeks ago, PTA created a calendar, Diana motions to increase reimbursement from \$45 to \$59 to cover landfill fees, Leslie seconds, all in favor, motion passes
  - b. Principal (Diana)- fourth and fifth grade classes are very full, increased PBIS budget, two new yard duties started this week, still need another literacy para, PTA member asked about application to volunteer- Diana shared that applications are handled at the district office level and then they let the school site know, but that parents do not need to be cleared to volunteered for the Color Run
  - c. Membership VP (Marcella)
    - i. Membership Drive- currently have 37 members, goal is 60+ members, classes will compete to have the most PTA members affiliated with the class, winning class (TK-2 and 3-6) will receive a pizza party, each student will get to put an apple onto the tree, students will get a Gator Green when their family members join PTA
  - d. Committee VP (Erin)
    - i. Committee Work Sessions: 5:30-6:00 before Membership Meetings
    - ii. Sign Up Forms for Event and Operational Committees
6. Old Business
  - a. Color-Run-a-Thon (Leslie) and Course Volunteer Sign-Ups
    - i. Envelopes went home on Monday, need more volunteers for the day of the event
    - ii. Leslie brought up that the coaches do not have shirts. Yvette motions to approve up to \$100 to get the Cross Country coaches shirt, Diana seconds, all in favor, motion carries.
  - b. PTA Fundraising Project: Outdoor Electronic School Sign (Allison)

- i. Need volunteers to research marque and bids, Vicky asked about including solar powered options in research, Diana shared that the School Board is reviewing how to spend Measure Y funds so PTA will wait to hear outcome of that before going forward

7. New Business

- a. Action Item - [2023-2024 PTA Activities Calendar](#) Approval- Yvette motions to approve calendar, Aimee seconds, all in favor, motion carries
- b. 2023-2024 Committee/Volunteer Sign Ups
  - i. Standing Ad-Hoc Committees
    1. Membership- Marcella
    2. Newsletter/Marketing- TBD
    3. Garden Club- Allison
  - ii. Event Committees
    1. Color Run Chair: Leslie
    2. Trunk or Treat Chair: Jackie
    3. Fall and Spring Book Fairs Chair- Yvette and Erin
    4. Polar Express Pajama Party Chair- TBD
    5. Family Dance Party Chair- Jackie
    6. Read-a-Thon Chair- Yvette
    7. Staff Appreciation Week Chair- TBD
    8. End of Year Party Chair- TBD

8. Member Announcements (2 minutes max per person)

9. Adjournment- meeting adjourned at 7:00, all in favor

Attendance 9/13/23

1. Megan Kimura
2. Aimee Wallace
3. Sally Wallace
4. Marcella Garcia
5. Diana Davidson
6. Amber Hart
7. Samantha Finley
8. Erin Toby
9. Jaclyn Gonzalez
10. Yvette Corvo Misner
11. Jane Beauchane
12. Vicky Fernandez
13. Leslie MARquez
14. Allison Martin