

SPRING LAKE ELEMENTARY PTO

General Meeting Minutes

Meeting Date: October 12, 2022

Meeting Time: 6:30 p.m.

Meeting Location: Library + Zoom

Officer attendance: Alfred, Kristin, Melissa, and Tina

Principal attendance: Stacey
Member attendance: 7 onsite (Chris, Nathan), 8 online Kaitlin Yarbrough, Branden Paule, Brooke Norton, Jessica Klosinski, Denise Cueva, Anna Hall, KPAK, iPHONE

Total attendance: 20

1. Call to Order @ 6:37 PM / Welcome (2 min)

- a. President's welcome and introductions

2. Reports

Officer's Reports (as needed, 2 min)

- President, Kristin Russell
- Co-Vice Presidents, Tina Denena & ~~Meaghan Sussman~~
- Treasurer, Melissa Edsall
- Secretary, Alfred Chan

Committees

- o Fall Fundraiser: Kristin Russell (will be leading on that)
- o Holiday Read-A-Thon: Marissa Juhler
- o Spring Fundraiser: Committee lead **NEEDED**
 - ☐ Discuss this as a Parents-Only event
- o Hospitality: Diana Howard and Kathy Wong
 - ☐ Report on 'Fall Breakroom Re-Stock'
 - Decorative Gourds, GIFT BAGS, Thanksgiving cards, Thank you cards.
 - SF: Teachers are using the gourds and decorating them. Very appreciative. .
- o Communications/PR: Ruby Asoro and Alfred Chan
 - ☐ Website = Nathan Benedicto
- o Spirit Wear: Tina Denena
 - ☐ Pop-Up Sale scheduled for Friday, October 21st from 8:15 a.m. – 9:00 a.m. during Owl Together Time
 - Redesign logos, have kids design another release. Love the idea. Before or after holidays, Spring time.
 - KR: Set a goal, a preholiday and pre-spring release.
 - TD: can setup a poll.
 - KR: Maybe for a Spring fundraiser – Adult numbers, trivia night

3. Old Business

- o Monthly Pizza Party
 - ☐ Update from Principal Falconer
- SF: Kids like and some making goals.
- Upper kids were quieter. Maybe too cool? They hung out and stayed around and asked a lot of quick good questions.
- End of Month :another round. Contract with excel photography. Making All Stars certificates
- o Pumpkin Patch Field Trip for TK, Kinder, + 1st Grade
 - ☐ Field Trip scheduled for October 19th

- KR: set to go to kindergarten next week.

o Reimburse for Classroom Window Coverings

- ☐ Confirmed Mrs. Sullivan got reimbursed

o Outdoor Bulletin Boards

- ☐ Put idea on hold to front the cost of inflatable obstacle course for Fall Festival.

o PTO Today Bookkeeping Software

- ☐ Confirmed that software was renewed

o Book Club

- ☐ Update from Ms. Chelsea

Other Business:

- Beautification Committee
 - o 'Beautification Day' scheduled for Saturday, October 22 from 8:00 a.m.- 10:00 a.m.
- Fall Fundraiser
 - o Fall Festival
 - o Date: Friday, November 4th
 - o Time: 5:00-8:00 p.m.
 - o Lots of people have stepped up to help!

5. New Business (25 min) 6:54 PM

- Slide on Volunteering Form. Upload negative TB test.
- Question: One onsite person said it doesn't ask for TB test.
 - SF: A specialist will manually check email and will ask for more information. The form will look different from the district as different schools have their own added process. Andrea will contact out.
 - CHRIS: PDQ – in Davis costs \$65 for livescan
 - SF: District may be able to help financial hardship
 - NB: had to pay for it
 - ME: UPS store doing it in woodland
 - KR: PTO can maybe have an updated list to make it easier on parents (reference DOJ).
 - SF: prices may change

Funding Requests:

o Additional Funds for Monthly Character Trait Pizza Party

- ☐ Requested By: Principal Falconer
- ☐ Amount Requested: \$80
- ☐ Need \$85.00/mo instead of the \$75.00 originally approved

o Additional Hospitality Budget

- ☐ Requested by: Kristin Russell
- ☐ Requesting an additional \$1,000. Officers are out-of-pocketing these expenses currently

o Fall Festival

- ☐ Requested by: Kristin Russell
- ☐ We need \$2,000 to cover any up-front costs of the festival; would hope to re-coup those costs + make a profit
- ☐ See Fall Festival Budget for breakdown of costs

o 6th Grade Science Camp

- ☐ Requested By: Principal Falconer

- Amount Requested: \$4,300
 - This amount would cover the buses to get the 6th grade class to Science Camp in the spring, which is in Santa Cruz
- SF: Low SES – 26-32% , need to get 35%-40% before getting title funds
 - o 60-70K transportation cost per year.
 - o Gas prices going up and lack/shortage of bus drivers
 - o 1 bus to Santa Cruz RT
 - o Thanks in advance to the chaperones
 - o Require 5 adults
 - o Each camp is different
- TD: (Side onsite discussion) how to plan for expenses for next year.
 - o SF: Discuss with District ED leadership team. \$15K/1 class of 6 graders
 - o KR: Candle fundraiser Chloe candles
 - Holiday sales. 40% sales , depending how much you can sale.

***Voting for funding requests will be conducted at the end of Funding Request Presentation ***

7:15 PM: KR goes over Budget slide.

7:16: KR any questions:

ACTION: Request for approve for Funding Requests:

Motion: Move to approve Tina Denena

2nd Nathan: on the above 4 items.

Discussion KR:

Nathan: who will be leading the charge for the 6th graders?

SF: 6th has a student council

ME: any 6th graders?

KR: would like student council, 6th graders, or parents.

SF: will be part of the team. To have them involved.

Chris: I'm a worst-case scenario with concerns of future camp funding.

ME: think district will find a way.

ME: can set aside PTO funds for like 6th grade camp.

KR/TD: pass the beaker – like that idea.

KR: Get the kids into marketing.

TD: have kids paid to pick weeds.

KR: give them goal – X amount.

Onsite PTO Member: Montessori background – have the kid figure it out.

TD?: How do make all the connection, but have to do a work. No problem with the 2k. I think there are other ways. We can have parents bring the fall festival items and donate.

Onsite PTO Member: Sci camp – we have to parent volunteer to stay. Do we have to have the 5?

SF: Yes. With the list thus so far, I don't have a concern.

Mr. Martinez is signed to go.

1 teach rep for 30 kids to go. They don't have to be 6th grade parents.

VOTE KR: ALL those in favor? ALL. No Nays

Motion Passed @ 7:25PM

6. Open Forum (5 min/Time Permitting)

SF: looking volunteers Cabins. ME: what about high schooler. Not this one.

ME: MODS

SF: References a fundraising event at McDonalds – where teachers served as McDonald Staff.

Chris: Was Bluenote – fundraiser? KR: No

Nathan: – Will Post events on PTO website

TD: Would like to have a space on Fly By Communication outside of the PTO.

SF: Send it to me. But may negotiate if there's a lot of content.

TD: Little Square on the Fly-By would be great.

KR: it will be short

TD: do we need a meeting for the fall social.

KR: Yes. Next week may have another fall social meeting.

Next Thursday – work on insurance for the inflatable obstacle course.

ME: will have flight change to help with Fall Festival

7. Next General Meeting: Wednesday, November 9, 2022 6:30 p.m. viz Zoom

8. Adjournment @ 7:35 PM