

2020-2021 PTO Board Members			
X	PRINCIPAL	MELISSA MAISEN	X STAFF LIAISON SANDY DELUE
X	CO-PRESIDENT	JEN KWEE	CO-PRESIDENT <b>OPEN 21/22</b>
X	CO-TREASURER	GANG LIU	CO-TREASURER STEPHEN PICKENS
X	CO-VP FUNDRAISING	LAURELL GARRIS	CO-VP FUNDRAISING <b>OPEN 21/22</b>
X	CO-VP GRANTS	ARTHI RAJAN MAKHIJA	CO-VP GRANTS STEPHANIE MILLER
X	CO-ROOM PARENT COORD	BECCA PARTRIDGE	X CO-ROOM PARENT COORD DEANNA WILLIAMS
	CO-SECRETARY	AZADEH HAWKINSON	CO-SECRETARY <b>OPEN 21/22</b>
	DIR OF HEALTH & SAFETY	<b>Optional</b>	
COMMITTEES			
X	COMMUNICATION	WEI LYNN ENG	
PARENT / STAFF MEMBERS			

### Virtual Meeting (via Zoom)

Meetings are scheduled every 2nd Tuesday of the month, 7pm.

[Zoom URL](#)

Meeting ID: 812 3357 7365

Passcode: 123123

**Meeting Called to Order:** Jen called meeting to order, 7:12pm.

**Meeting Adjourned:**

### NOTES:

**ACTIONS** called out in Blue

**MOTIONS** in green

### 1. President's Report

- Jen gave an update on Direct Donation Participation. Currently very low.

**ACTIONS: Need Room Parents to promote filling out of fundraising form, even if they don't donate.**

**Perhaps create competition amongst classes to win prizes.**

- Walkathon will go forward in some shape or form.
- Fundraising centered around Holi.

**ACTIONS: Sourcing of t-shirts, powders.**

### 2. Principal's Report

- Need to know if PTO can commit to funding these positions:
  - 3 hours of librarian \$21,700/year
  - Two 3 hours instructional aides (IA) just under \$34000 (total for 2 positions)
  - 2 hours School Site Instructional Technology (SSITS) \$18,800
  - District funds 2 hour for Librarian, 6 hours for SSITS. Doesn't generally fund IA - using Covid funds for this year and next year.
- From staff/teacher perspective, if we have to give up something, mini-grant and SSITS position is not high on the list. Teachers definitely need the IAs.
- In trying to balance priorities, we identified that IAs and Librarian as crucial to student learning.
- Other programs that PTO funds are important to a well-rounded education, but we want to meet the crucial aspects.

**ACTIONS: Decision needed by end of January.**

**Need Room Parents to help 'drum up' donations to fund CSMA, Fun Math, etc.**

### 3. Staff/Teacher Report

- Challenging start to the new year. A lot of protocols to follow.
- Getting homework to students who cannot be at school due to Covid.

### 4. Officers/Committee Report

- Treasurer's Report
  - Half-way point to our donation goal (\$71,271.91 out of \$140,000)
  - This is all new money since July 1st, 2021.

**ACTIONS: Need to separate out monies from Benevity, PayPal Giving, etc. Making sure we don't eat into next year's budget.**

- Room Parents
  - Valentine's Day Party, Fri. Feb. 11th.
  - Teacher/Staff Appreciation Week - who is running it?
  - Winter Party went well. Super organized with kits that teachers can hand out.

**ACTIONS: Need to find point person for TSAW. Maybe find a person from the school community to run it.**

- VP Fundraising
  - Silent Auction: gathering prizes, themed baskets
  - On-going fundraiser, profit to date:
    - Fun Pasta: \$85
    - See's Candy: \$72
    - Lazy Dog: \$191.41
    - Chipotle: TBD, Event 1/18

### 5. Open Forum

**Meeting closed** at 8:33pm.

**NEXT MEETING:** Second Tuesday is February 8 @ 7pm

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### Notes Approval

Tally of approvals, via email

Yay -

No -

Abstain -