



Cove PTO Executive Board Meeting

Wednesday, April 13th, 2022 | 8:30am-9:30am

Attendees: Kelly Stone, Kristen Slowe, Chris Slowe, Autumn Frazier, Catherine Wold, Christine Derby, Julie Griffiths, Kate Kropf, Michelle Walker, Dave Goodspeed, Karen Ruppanner, Yvonne Wang, Sarah Middleditch, Jeannie Lin, Elisa Cullen, Jeannie Lin, Melanie Quintana, Kimberly Adams, Erin Alvarez, Dave Evans, Erin Duggan (rec dept)

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- **Call Meeting to Order:** Kristen calls the meeting to order at 8:36am.

 - **Principal Walker Update:**
 - a. Outdoor Ed is today! It has been no small feat to organize, but such a great event for the 5th graders.
 - b. There was a flood! The kindergarten playground has a large sink hole in it, however the good thing is that it was clean water which makes it easier to dry and is safer for the kids. The timeline to get everything completed is TBD.
 - c. Open house took place last Thursday. Mrs. Derby wasn't able to attend so Mr. Debry (who teaches music at Hall Middle) was able to come in her place to lead the choir. Big thanks for making that happen. The choir sang We Are The World and the performance was dedicated to Ukraine.
 - d. We are officially heading into spring. We have CASP coming up which will take place the 2nd week of May. This testing is all about critical thinking and the problems will be somewhat complicated which will include math word problems. We believe that successful testing will come down to the kids feeling confident and prepared.
 - e. Placement and enrollment. The district is likely going to add one more class for Kindergarten next year - however, not sure if it will be at Neil Cummins or The Cove. It would be positive to go up one additional kinder class. There are always a lot of shifting parts this time of year, so we are remaining open to the realities that come up. It's the hardest time of year due to the unknown. For placement, a note went out in the Cove Connection on Sunday. It's a really important message to send out as placement is very complex.

- f. Schedules for next year are already being considered. Finishing off this year and preparing for next year. We call it The 90 Days of May - It's a busy time, but we are ready!
- **Teacher Representative Update:** *Christine Derby*
 - a. Don't have an update. Thank you for the continued state of the staff room. So grateful!
- **Spark Update** *Casey Roberts and Jaime Heaps*
 - a. The auction was very successful and we appreciate the teachers for doing the teacher parties.
 - b. Shifting focus to the gala which takes place in 10 days. Tickets did sell out and the waitlist opened yesterday. The buses are also sold out.
 - c. Currently we are doing recruitment for the Spark Board and Jamie is in need of a partner. Please get the word out - Need more Spark board representation from The Cove.
- **President's Report**
 - Gratitude: Lots of thanks - Sarah thank you for always making sure the checks are on time and the books are clean. Jaime for being the Spark rep and joining the parcel tax campaign. Mrs. Walker this has already been a tough month and you deal with so much with a smile. Elisa, staff lunch has never looked so good. Swag team, you guys are awesome. Big thanks to the janitors for being on top of that flood clean-up. Thanks to all of the board for that very quick zoom meeting last month related to the parcel tax campaign vote (we need a Cove rep for the campaign as we could lose 26 teachers. We need to appeal to all citizens. We need 66% to vote yes. Campaign would include texting and knocking on doors.)
 - Budget Update:
 - Yearbook!: We are closing the yearbook and it has been a huge undertaking. Actionly reminders will go out this week as sales are down.
 - Happy birthday to Kate and Chris!
 - Upcoming dates to review - lots happening!
 - Need to approve overage for teacher appreciation - Kristen made a motion to expand the budget for Teacher Appreciation. Karen 2nd the motion and there was a unanimous vote of yes. The Cove Alive budget will be capped at 10k.
 - **Walk N Roll** 4/13, 4/20, 4/27: Julie thank you for the Walk-n-Roll table today. Now we're just hoping the kids will keep and bring cards but we have plenty of extras. May 4th is National Walk and Bike to School Day.
 - **4/14** PTO Spirit Wear Sale: Tomorrow
 - **4/21** Art & Recess Night: Event similar to the Fall Family Picnic but in the spring. Ms. Mckee will be running art and Mr. Arroyo will be running PE activities. PTO will be selling swag. Catherine is working on setting up the

Perry's orders and email will go out shortly. The event will take place from 530pm-7pm. It will be a super fun and special night.

- **4/22** PTO Hosted Bagels & Coffee for teachers/ staff.
- **5/2-5/6:** PTO Teacher Appreciation Week: classroom coordinators will be sending out information.
 - **Monday 5/2** Flower Day
 - **Tuesday 5/3** Teacher Appreciation gift - (PTO sponsored)
 - **Wednesday 5/4** Card Day
 - **Thursday 5/5** Teacher Appreciation Luncheon (PTO sponsored): Will be Cinco de Mayo themed
 - **Friday 5/6** Appreciation Assembly and 2nd Annual Coyote Awards: Will be in person this year. Creative nominations are welcomed!
- **5/4** Bike to School Day:
- **5/4** PTO Board Meeting- Vote on 2022-2023 Board:
- **5/5** PTO Spirit Wear Sale
- **5/6** Variety show: Will take place at Neil Cummins and pizza will be available.
- **5/20** Volunteer Appreciation Breakfast : Which will acknowledge all of the PTO and any parents who have helped during the year.
- **6/1** Tinker Day: This date has been moved.
- **6/2** PTO Spiritwear Sale:
- **6/2** PTO Board Meeting *note date change & more information to follow
- **6/8** 5th Grade Culmination:
- **VP Updates**
 - **Treasurer's Report**
 - a. Kristen covered a lot, but the Cove Alive budget was increased to 10k per our vote. So far Cove Alive has spent \$2k and any overage from this year will roll over to next year. Staff appreciation is over \$2k in budget including a teacher gift that has already been covered and the snowflake sweatshirts. We are also over budget on the district breakfast so keep an eye out for that items next year.
 - b. **VP Events**, Variety Show: Kelly is working on the variety show which is taking place Friday May 6th, doors open at 5:30pm. There will be around 24 acts with 50 kids in the show with all different types of acts. Please come if you can! We are looking for a few more volunteers. There was a link in the latest Cove Connection if you want to volunteer. Thanks Karen and Kate for all the help!
 - **Safe Routes-** Walk-n-Roll & Bike to School: no further update.
 - **Fundraising** (Spiritwear): We are having a sale tomorrow with new stuff. Come and grab! There will be new kids t-shirts and more of the black sweatshirts.
 - **Membership** Volunteer Appreciation Breakfast 5/20: Karen and Suritha will touch base with Kristen.

- **Tech Tinker Day 6/1:** Email will go out for stations reps if interested and a call to donate various items. Please help if interested. K-2nd classroom and 3rd-5th is boardly.
- **Cove Garden Update:** Getting more flowers today and will be in the garden this afternoon. The garden will be open for spring Art & Recess night.
- **Any remaining business/ recap**
 - a. **Lost and found** - every 3rd Thursday is the walkthrough. We will plan for a sale afterschool on either Wednesday or Friday - Potentially May 20th. Further details to be confirmed. The plan is to donate any clothes left over.
 - b. Anyone interested in a new position, Kate and Catherine, are rounding out the positions for the 22-23 board. Talk/email if interested. Currently we are in need of a secretary, lost and found, green team, and a Cove in Motion coordinator,
 - c. Erin from Corte Madera Rec talks about plans for a movie in the park night, a big band dance with live music, the egg hunt this Saturday, one great camp, and fall classes will be circulated in June and July.
- **Next meeting dates:**
 - **May 4th:** We will vote in the new board for 2022-2023. Both current 21-22 members and any new 22-23 members *must plan to attend*.
 - **June 2nd:** First/Last meeting. 2021-2022 and 2022-2023 Board members plan to attend. *Note date change due to Tinker Day.*
- Kristen calls the meeting to a close at 9:20am.