Ortega PTO Executive Board Meeting Minutes
September 8, 2025 In-Person / Virtual Meeting

PTO Executive Board Voting Members

Attended	Position	Name
x	President	Christina Stewart
x	Vice President	Chris Stuart
x	Treasurer	Jenny Gadwah
x	Recording Secretary	Bobbi Leonard
n/a	Communications Secretary	Nicole Venturini
x	Communications Secretary, Social Media	Avie Louie-Smith
x	Fundraising Co-Coordinator	Ashley McDevitt
x	Fundraising Co-Coordinator	Lucy Shepherd
x	TK-2nd Grade Parent Representative	Nicole Fletcher
x	3rd-5th Grade Parent Representative	Dani Trapani
x	Parent Council Representative	Casey Fromson
x	After-School Enrichment	Lila Farrington
x	Technology Administrator	Nitin Mishra

Advisors Present (principal and teachers are non-voting members): Principal Koenigsberg, teachers and parents.

Quorum: YES

The president called the meeting to order at 6:31 PM.

Motions/Votes Approved:

- Approval of June minutes and September agenda.
- Removal of Andriana Antoniou and addition of Chris Stewart as a bank account signer; motion seconded and unanimously approved.

Guest Speaker

- Erin Gale, Cabrillo PTO Co-President
  - Presented information regarding Measure T renewal parcel tax funding for librarians, outdoor education, and other school programs.
  - Schools were asked to support community awareness efforts through volunteer events, outreach campaigns, and contributions for supplies.
- Meredith Stratton, Ortega 1st grade teacher, and Jason Miranda, Ortega 4th grade teacher
  - Requested PTO consideration of funding BrainPop/BrainPop Jr. subscriptions.

- Cost estimates are still being confirmed and potential bulk discounts or districtwide participation will be explored.
- PTO agreed to continue looking into the costs and see if PTO funding for these subscriptions is possible.

Principal's Report

- School year has started smoothly.
- New dismissal procedures are in place to improve student safety and campus supervision.
- Garden program begins this week for TK-2 students; Science for Scientists starts next week for grades 3-5.
- Playground project remains on track for a mid-November timeline.

President's Report

- HEAL program update including garden instruction, garden club, campus beautification projects, and a planned produce giveaway supported by a Kaiser grant.
- Annual popsicle pass fundraiser launched and is performing well. Passes available at https://ortegapto.org/fundraisers.
- Movie Night fundraising opportunity will be offered to the 5th grade committee and then to 4th grade if needed.
- Harvest Fest renamed 'Otter Fest' and scheduled for October 16.

Vice-President's Report

- Calendar updates and scheduling ongoing; PTO website will include calendar links, meeting links, and agendas.
- Science Night will be led by Lila and Chris Stewart; Global Village leadership is still being finalized.

Treasurer's Report

- August ending balance reported at approximately $220,158.21.
- Legarza and art program expenses have been paid for the year.
- School supply program is currently approximately $900 ahead, although teachers may continue to use allocated funds.
- High-yield savings account remains under consideration.

Fundraising Update

- Back to School Giving Challenge to kick of the year has been successful.
  - 109 total donations/commitments.
  - Total amount donated/committed: $25,195.
  - 26 monthly commitments set up.
  - 83 one-time donations.
- Otter Fest scheduled for Friday October 16th from 3-7pm.
  - Call for volunteers going out soon.
- Ideas for fundraiser options associated with Otter Fest and otherwise were discussed.

Communications & Technology

- New PTO website has received positive feedback with approximately 3,500 visitors and 240 subscribers to OTN (Otter Town News newsletter).
- Sports Basement fundraising application has been submitted.
- Reminder that Thursday noon remains the deadline for inclusion in Friday's OTN communication.

Meeting adjourned at approximately 8:20 PM.

Drafted by Recording Secretary, Bobbi Leonard.