

Joli Ann Leichtag Elementary PTO
653 Poinsettia Avenue, Vista, CA 92081
Tax ID# 94-3434482

Meeting Date: 12/8/22
Meeting Time: 8:15am
Meeting Place: Room 410

Joli Ann Leichtag Elementary ELAC/PTO Meeting

Attendance:

Officers in Attendance: Secretary Lor White

Officers Not in Attendance: President Janice Miller, Co-VP Victoria Taverna, Co-VP Estela Diaz,
Treasurer Laura Pickard

Spanish Translation: None provided

Number of Attendees: 9

1. Call to Order

Meeting called to order by Secretary Lor White at 8:20am.

2. Teacher Participation

Ms. Andrea Ruiz mentioned she had emailed Janice to say she'd like to request (and be happy to help with) having Dine-Out and Event flyers made to be sent home with students the Friday before an event.

3. Review of Minutes from 11/7/22

Secretary Lor White offered to read/review previous PTO Meeting Minutes; there was no discussion and/or need to read them as everyone in attendance was at the previous meeting. The minutes were unanimously approved.

4. Principal's Report

1. Playground Updates:

a. The playground construction has started. Estimated completion is just before Winter Break ends, but it could take longer before kids are able to use it due to safety inspections and such.

b. Taline mentioned that the construction crew has interfered with pick-up in the AM by clocking cars and being in the street when kids are crossing. Linda will look into and address this potential safety concern.

2. Winter Break: Linda will be sending a Math and Reading "Bingo" card home with students to do during break to earn a special lunch during next semester

3. Spanish Teacher: She is currently looking for a Spanish teacher that PTO would pay for to be able to offer Spanish lessons to students as a before or after school enrichment program.

5. Officer's Reports

1. President's Report - Provided by Lor White on behalf of Janice Miller
 - a. **Winter Concert:**
 - i. Results of Winter Concert profits will be ready by the January PTO meeting
 - b. **Past Dine-Outs:**
 - i. Wed, 11/9 - McDonalds = **\$592**
 - ii. Fri, 11/18 - SkyZone = **\$144**
 - c. **Upcoming Dine-Outs:**
 - i. Wed, 12/14 - **Chick-Fil-A** (Alex Tierrablanca) 5-7:30pm
 - ii. Wed, 1/11 - **Handel's Ice Cream** in San Marcos (Alex Tierrablanca)
 - iii. Wed, 2/8 - **Panda Express** (Alex Tierrablanca)
 - iv. Mon. - Thurs. 3/20-3/23 **Flippin' Pizza, Vista** (Alex Tierrablanca)
 1. 25% of sales
 - v. **NEW** Thurs, 5/11 - **Rubios** (Alex Tierrablanca) 4-8pm
 - vi. Wed, 6/7 - **Menchies** (last day of school - Janice Miller)
 - d. **Storage Unit for PTO Closet:**
 - i. The board approved the purchase of a storage unit shelving systems for the PTO closet in the Nov. 10 PTO meeting.
 - ii. Janice asked Deanna to hold off on the purchase to see if there will be any upcoming holiday sales.
 - iii. Janice did not see any sales during Black Friday and Cyber Monday.
 - iv. Early Dec., Taline presents the latest version of the PTO Guide via email to the PTO board. The board is pending clarification around purchasing items from the PTO budget (does it need to be purchased by the School District and PTO will need to write a check to the School District?).
 - v. If we do not need the School District's approval, I suggest we move forward on purchasing the storage unit. Given the recent Winter Concert, it was very difficult to find this for the event. Deanna agreed we need to purchase it ASAP as she has time to organize the closet this month and next, but doesn't know if she will have the time 3 months out.
2. Treasurer's Report - Provided by Andy Pickard on behalf of Laura Pickard
 - A. **Current Balance:** \$36,933.20
 - B. Updated the PTO Budget Tracker overview of income and expenses by month and budget category. Also shows progress against our full year budget by category.
 - C. Large pending checks to Scholastic and Apex cleared so the current balance is more reflective of funds available.
 - D. AmazonSmile Update:
 - a. Thank you to Janice for finding an email that helped me figure out how to get into our account dashboard!

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- b. We have 38 supporters who have their Amazon accounts linked to AmazonSmile
- c. Donations are received on a quarterly basis, but only when there are earnings to deposit
- d. We received a deposit of \$31.83 for Q3 activity on 11/21, which is double the largest amount we've ever earned
- e. The most recent prior deposit was in March for \$7.75

E. Insurance Update:

- i. Our PTO insurance was up for renewal in November, and I evaluated our current provider (RVNA) against AIMS, the other provider that is used by several other PTOs in the district.
- ii. Comparing documentation provided by the district, the AIMS policy gives us more flexibility in allowed activities, including After School Enrichment (which we have a budget line item for this year) as well as Food & Bake Sales.
- iii. Both coverages had a \$2M limit, but the RVNA policy limited each occurrence to \$1M where AIMS did not have a per occurrence limit.
- iv. Cost:
 - b. RVNA: \$205/year
 - c. AIMS: \$330/year
 - d. Given the additional flexibility in allowed activities as well as the higher per-occurrence coverage, we opted for the AIMS policy for this year and purchased as of 11/30.

F. Grant Funds Update:

- a. Looking for confirmation from upcoming 12/14 PAC meeting - based on the PTO guidebook shared by Risk Management, we may need to donate the remaining Playground Equipment funds to the district and then order storage shed through procurement office.

G. Procedures:

- a. **Missing Receipts:** Laura will circulate a list of transactions we don't have receipts on file for over email, please continue to send any receipts or reimbursement requests to her.

6. PAC Meeting Update

Taline Arthur provided the following updates:

- A. She'll ask about rules/regulations about PTO spending at the next PAC Meeting (next week) so we can know how to get the PTO storage shed ordered.
- B. PAC was provided with a Strategic Plan Guide. If you'd like a copy to read, please email Taline.
- C. Risk Management is now working with the SMUSD more closely which is why guidance is changing concerning PTO events and procedures.

7. Old Business

1. Dine-Out feedback:
 - a. Have a printed flyer sent home with kids (preferably the Friday before the event per Andrea).
 - b. Have a designated school representative at the Dine-Out reminding parents to mention JALE to get the credit
2. Winter Concert feedback:
 - a. Many suggestions were made for improvement that was given to the Board to help with Spring Concert Planning
3. Sky Zone feedback:
 - a. The event was on the Friday before Thanksgiving Break. A hard time for families who are busy with holiday preparations. Maybe a different day in the Spring and not before a holiday would get a better turn out.
 - b. It didn't seem like there were many families in attendance, possibly due to high illness rates going around (Covid, flu and RSV).
 - c. Critical information (i.e. that glow in the dark shirts would need to be brought or purchased) was not provided to the team and thus not provided to families. This caused at least one family to leave the event.
 - d. There were two lines - one for JALE students and then regular customers. This wasn't easy to know and Taline thinks there may have been some families who checked in under the wrong line and we didn't get credit for.

8. New Business

1. Safety Committee:
 - a. The group discussed the many safety issues regarding traffic/the roads JALE has and the lack of help from San Marcos, Vista and the County. A Safety Committee was formed, will be led by Jay Curatalo, and will be discussing via email until the next meeting where a formal plan for meetings will be presented.
2. PTO member size/activity:
 - a. The small PTO meeting turn-out was discussed as to why people thought we don't have many people attending. Possible barriers included:
 - i. A language barrier for Spanish speaking families
 - ii. Many parents work and cannot attend the meeting times
 - iii. An after school and post normal work hours time might be better for meetings (like 6pm or 7pm) due to jobs
 - iv. No 'leaders' this year to rally attendance and get various communities to attend as some previous years have had
 - v. Not enough reminders to the community about what PTO does and what they'll discuss at a meeting to garner attention
 - b. Ideas for growing attendance were:
 - i. Having JALE's Community Liaison reach out to the PTO interest list and work on growing the community
 - ii. Send flyers home with kids to remind parents to attend meetings

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- iii. Email/interact with the PTO interest list more. Email them ideas of how they can help with upcoming events
 - iv. Have live zoom meetings so people who might be intimidated by PTO can listen in but turn their screen off and not need to participate in the conversation unless they want to
3. Kid's Poster Club idea
- a. Deanna mentioned she thought the students might like to get involved in helping make posters for the school events. In the past, PTO did offer art projects at lunch time in the Community Room. We could host a poster making party during 1-2 lunches for upcoming events in the PTO Room.
4. Valentine's Grams
- a. Deanna mentioned seeing old grams in the PTO Closet. Enough to sell again it looks like if we want to. We need to test the glow sticks to see if they still work.
5. Winter 'hot chocolate ball' fundraiser idea:
- a. Taline saw hot chocolate balls at Costco at 50% off. She thought selling them as a fundraiser after school would be a good idea. Everyone at the meeting agreed and several people volunteered to help with sales. Lor asked Taline to send a text to the PTO Board for purchase approval.

9. Miscellaneous

- 1. Taline mentioned she still needs to get PTO a check from lemonade sales at Spooktacular.
- 2. Ms. Heinrich and Taline discussed Facilitron submittals. Taline has an email from SMUSD that says only certain events need to be submitted through it, but Ms. Heinrich said she wasn't sure about that and had Rosie call SMUSD and they said all events have to be submitted through it. Clarification needed.

10. Adjournment

The meeting was adjourned at 10:00am by Lor White.