

Jackson School Parent Teacher Organization

General Meeting Minutes

Date, Time, and Location: Tuesday, August 29, 2017 at 6:30 pm at the Jackson Library

Meeting Called to order by: Jamie Shaieb at 6:37

Attendance: Michelle Miller, Principal

Debbie Meyer, Teacher

Genevieve Andrews, Teacher

Jamie Shaieb, Co-President

Kate Graves-Mercado, Co-President

Becky Nicholas, Co-Vice President

Melanie McGinnis, Parliamentarian

Andrea Pengel, Secretary

Melissa Carlile, Financial Secretary

Candace Andujar, Treasurer

Courtney Mooney, Co-Vice President

Lisa Kobel, Community

Kari Murray, Community

Danielle Dalton, Parent Teacher Coordinator

Katy Oreskes, Spirit Wear Coordinator

General Members: Ashley Austerman, Kayla Faria, Christina Simpson, Erin Glancy, Evelin Horrell, Adrienne Prado, Charlie Jarrett, Jeasha Nim, Shea Smith, Jennifer Donati, Stacie Thum

Introduction of Board Member: by Jamie Shaieb

- Board members were introduced and guests were welcomed.
- Jamie Shaieb requested the members to respectfully follow Robert's Rules for all PTO meetings: allow the speaker to speak without interruption, refrain from having sidebar or cross talk conversation, and to keep discussion on topic at hand.

May Meeting Minutes: May PTO meeting minutes were emailed to board members the week prior for review. Copies of the minutes were provided at the meeting for those not on the board to review.

Motion: Andrea Pengel made the motion to approve minutes. Seconded by Candace Andujar. Motion passed unanimously.

President's Report: by Kate Graves-Marcado

- Kate Graves-Marcado reviewed fundraising successes from previous school year and summarized the programs and events funded by PTO this year. She requested all families to complete a PTO connection form.

Old Business: Jamie Shaieb

- Jamie Shaieb reviewed the approved budget. She discussed the following approved motions:

Votes via Email:

- May - \$500 donation to the Eagle Scout including fixing the stairs to the garden and adding benches near Kindergarten classrooms. See Eagle Scout email vote for details
- July - Voted to split subscription cost (\$1500) with the district to fund the STEMscope. The STEMscope program will be piloted this year as the new Science Common Core Standard. See STEMscope email vote for details.
- August - Science Fair budgeted amount was decreased by \$500 from the previous year by accident. Vote was conducted to move \$500 from Athletic Support back to Science Fair. Refer to the Science Fair email vote for details.

Executive Board Meeting Votes:

- Financial management of Book Fair is now through the district. The Librarian, Mrs. Upton, will receive the profits (\$1,792.89) from last years Book Fair. Motion passed to add the Book Fair profits of \$1,792.89 to the budget. *This item will be removed after this school year.*
- Fund A Need 2016 - The initial Fund-A-Need goal was to raise \$15,000 at the Gala for the Ruppel Center renovations. \$15,000 was budgeted and approved. However, the Gala raised \$24,550. Motion pass to increase the Fund-A-Need budget to the actual raised amount of \$24,550.

Rupple Renovation Update: Stacie Thum

- Fund-A-Need at the 2017 Gala was to raise funding for renovating the Ruppel Center with new sound system, mural, score board, Character Count banners, new TV/DVD system and rainy day activities. Murals and sound system are done. New toys and games have been purchased including marble runs, building blocks, legos, paper airplane books and card making station. New TV and DVD player are being delivered this week. Scoreboard has been selected and installation plans are in progress. Exact cost are not known yet. Next will work on possibly doing Character Count banners if enough money is in the budget.

Financial Report: Candace Andujar

- Budget, August Expense Report, and August Income Report provided at the meeting for 2017.
- Account Balance is \$111,373.33
- Income from Grocery stores has gone down due to Target, Safeway and Raley's discontinuing their programs. PTO encourages families to sign up for Amazon Smile. A table will be set up at the Ice Cream Social to promote Amazon Smile and other passive fundraising. Request to add Amazon Smile link on the PTO website.
- Ruppel renovations expenses reviewed. See the Expenses report for August 2017.

Principal's Report: Michelle Miller

- This year is off to a good start.

- Good class sizes for the year average between 23-25 students.
- Great strong staff and intervention staff.
- Kinder program is getting ready to switch to full day in a few weeks. STEMscope has already started and teachers are going through a training on it next week.
- Thank you to PTO Community Organizers for a great Kindergarten Orientations.
- Touch of Understanding last week for 4th grade to teach understanding for children/individuals with disabilities or other differences.
- JAG and Choir are starting soon.
- Chinese students arriving. They will be hosted by Jackson families from Saturday, 9/23 to Thursday, 9/28. Michele request for 4th and 5th families to host but will consider 3rd grade families if need. More host families are needed. Meeting for host families is 9/6 at 6:30. Will have a hoe down to greet them with dancing and meal provided by district.
- Credentialed Volunteers beginning September 11, 2017.
- Hands on environmental science programs presented by Pete from California State Park.
- Arts Attack to start next month.
- Electives for 4th and 5th graders this year are world travel, leadership, video production, 3-D printing, robotics, coding, and art.
- Field will be scraped and sod will be laid. Request that it be done after Fall Festival.
- Also requested for Mr. Whiskers to make a showing. Will need to find him or we will need to purchase a new mascot.
- Staff Halloween costume theme has been chosen. Too be seen....

Committee Report:

Community: by Lisa Koelbel.

- Ice Cream Social ready to go. If anyone needs help with setting up their booth, talk to Kari or Lisa. Virginia and Live scan will be available the night of Ice Cream Social in the library. You must sign up for a time slot. Live Scan is \$60 cash only.

Power the Paw Drive: Jamie Shaieb and Kate Graves-Marcado

- Will be from September 11th to September 22th. Last year raised over \$20,000. Hoping to raise the same amount. Business class sponsors are \$300.

Fall Festival: Andrea Pengel and Melissa Carlile

- All the Coordinators are lined up and vendors booked. Simply request parents volunteer to help with set up, clean up and run certain games/booths.

New Business:

Melissa Carlile - complaint that on Hoffman Court parents/nannies are parking on both sides of the street and are not driving safely along the street. It is a hazard to the kids who walk home along the street. Mrs. Miller agreed to put a request in the newsletter to not park on the wrong side of Hoffman Court and encourage drivers to be aware of the kids.

Jamie Shaieb - request for PTO supported positions: Social Media Coordinator, Event Photographers, Sponsorship Coordinator, Website Restructuring and Management. Recap of the Parent Survey conducted last year.

Mrs. Miller - She has been in contact with a PC Pals coordinator at Intel. We should be up and running with this fundraiser program.

Kayla Faria - Fundraising ideas: Post pictures of favorite teachers. Raise money at Gala by purchasing the opportunity to throw a whip cream pie at the teacher's face. Mrs. Miller was not in favor. Another suggestion, coin drive to raise money. Each class to have a large water bottle. Similar to penny drives done by leadership group. Thanked for her suggestions.

Next Meeting: October 3, 2017 at 6:30pm at the Jackson Library.

Meeting Adjourned at 7:41pm.

Minutes compiled by Andrea Pengel, Recording Secretary