**Portola Valley School District**

**PTO Board Meeting**

**January 19, 2017**

**In attendance:** S Basch, B Day, L Hovland, C Lynch, C Maijala, K Tate, K Urbanek, S Wernikoff

1. Call to Order
	1. The meeting was called to order at 9:03 AM.
2. Introductions
	1. Those in attendance introduced themselves.
3. Approval of Minutes
	1. C Lynch motioned to approve the minutes of 11/10/16. The motion was passed.
4. Past Activities
	1. The feedback regarding past activities (CMS cocoa breakfast, turkey trot) were reported by organizers. Of specific note:
		1. Turkey Trot: Due to heavy rain, race day registration was less than anticipated. L Wismer has agreed to co-chair next year. Need to confirm if E Schor will serve as the other co-chair.
5. Upcoming Activities
	1. Reports regarding upcoming activities (CMS cocoa breakfast, CMS and ORM super staff lunches) were reported by organizers to the PTO leadership.
6. Ongoing Activities
	1. Reports regarding ongoing activities and events (assemblies, breakfast club, art-in-action, hot lunch, after school sports, staff birthdays, PTO weekly, and eScrip/Amazon) have been provided by co-chairs to the PTO leadership. Of specific note:
		1. ORM assembly with Chinese acrobats was very well-received and would be recommended for future assemblies.
		2. CMS hot lunch is in need of more parent volunteers.
		3. ORM hot lunch is in need of another parent volunteer due to the addition of the kindergarteners after the mid-winter break.
		4. eScrip fundraising has raised ~$3400, most of which (~$3100) has been from Bianchini’s.
7. Financial Update (S Basch for J Carver)
	1. It was noted that PTO income is approximately 2k lower than forecast. PTO leadership to discuss with J Carver to better understand this figure.
	2. Funding for emergency preparation supplies is not currently in the budget, but has been in years past. Plan to talk to former treasurer H Prelle to better understand PTO funding of ePrep supplies.
8. Principal Update
	1. C Maijala reported current ongoings at CMS, including activities around applications of 8th graders to private schools, interim testing of mid-year progress, the hiring of a new 5th grade teacher, the interviewing of a new middle school math teacher, a student council sponsored “dance-off”, and the success of the 8th grade robotics team.
	2. L Hovland reported current ongoings at ORM, including interim testing of mid-year progress, an upcoming kinder orientation meeting, preparations for parent-teacher conferences in February, presentations of 3rd grade Ohlone projects, and the implementation of changes to the Ormondale honors program.
9. PVSD Board Update
	1. K Tate reported PVSD Board activities, including the approval of E Hartwig as Superintendent through June 2019, the movement of T McAdam to Board President, the role of K Tate as Board liaison with the PTO and the upcoming Challenge Success presentation on February 13th.
10. The meeting was adjourned at 9:50 AM.