**Portola Valley School District**

**PTO Board Meeting**

**May 25, 2017**

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

1. Call to Order
	1. The meeting was called to order at 11:36 AM.
2. Introductions
	1. Those in attendance introduced themselves.
3. Approval of Minutes
	1. B Day motioned to approve the minutes of 4/20/17. The motion was passed.
4. Nomination of 2017-2018 PTO Leadership
	1. S Basch motioned to approve S Wernikoff as CMS PTO President and K Zamboldi as CMS Vice President. The motioned was passed.
	2. B Day motioned to approve C Lynch as ORM PTO President and L Robins as ORM Vice President. The motion was passed.
5. Past Activities
	1. The feedback regarding past activities (ORM T-K Tours, ORM Super Staff Lunch, Bianchini’s Day, and 3rd grade transition Cocoa breakfast/parent coffee) were reported by organizers. Of specific note:
		1. L Hovland reported on TK-3 tours at ORM. Next year she may plan two Kinder tours, one in January and one in the Spring. Plans to increase outreach to Tinsley families.
		2. Regarding Bianchini’s day, it was learned that last year’s income of $1k+ had not been collected. That has been remedied.
		3. A greater effort was put into helping the 3rd graders and parents feel welcome at the cocoa breakfast. The 3rd grade parent meeting following the cocoa breakfast, new this year, was well attended.
			1. Action item: determine if online parent volunteer signups for back to school should be implemented.
6. Upcoming Activities
	1. Reports regarding upcoming activities (CMS Sports Fair, ORM Field Day, Walk to Washington, CMS BBQ lunch for grades 5-8, and grad week/graduation) were reported by organizers to the PTO leadership. Of specific note:
		1. Some items were requested for CMS Sports Fair from PTO, which was not planned for in the PTO budget.
		2. Action item: make sure the graduation week volunteers are set with their roles.
7. Principal Updates
	1. L Hovland reported events at Ormondale, including Alice in Wonderland and the 2nd grade farmer’s market. She noted that Summer school will take place the last two weeks of June and the first two weeks of August.
	2. K Shima noted that incoming 4th/6th orientations complete, they are working on class lists for 4th grade, the elective selections are underway, the 8th graders won the spirit award and are going to the movies, and the grad week activities are planned.
8. PVSD Board Update (K Tate)
	1. Three seats are up for the School Board in the Fall.
	2. The School Board is working to approve the budget this June.
	3. Facilities Master plan discussions are ongoing.
9. The meeting was adjourned at 12:34 AM