

PTO Board Meeting
Friday, October 11, 2024

PTO Attendees: Jennifer Der Yuen, Lauren Spector, Jennifer Alfaro, Jacquelyn Davis, Anya Kuilinga, Kate Fenwick, Megan Seidenfeld

Other Attendees: Roberta Zarea, Lynette Hovland, Connie Ngo, Kristen Shima

1. Call to Order **8:47 AM**
 - a. Introductions -
 - b. Approve May Board Meeting minutes - **approved**
2. Budget Review (Lauren)
 - Budget not yet approved for year, but will happen today
 - Last year ended in a deficit but was a known; this year trying to get a baseline for what spending needs are so we can develop a more accurate budget going forward
 - Learning from last year: on/off years for Fanfare we have less volunteer bandwidth, so last year some fundraisers did not happen; we will take note of this and plan accordingly going forward
 - In years past we were light on restaurant fundraisers, will beef that up this year to supplement income
 - Directory: Donated by Judy Gilbert, last year for her this year so will need to beef up fundraising once this goes away
 - Spiritwear change - store is open all year which should lead to more income
 - Expenditures:
 - Increased 8th grade grad
 - Increased assemblies
 - Earmarks for other little things like dia de los muertos events etc
 - SAW - funds being held by committee so less is on HRPS
- a. Teacher Allocation process
 1. Amount has fluctuated between \$250-400 over past years
 2. How do teachers spend the money? Is there an expected number? → Connie Ngo communicated to teachers to plan for \$400 so they can make the purchases early on and not wait, so teachers begin using the money from the beginning of the school year; District ALSO contributes - gives \$400 to return teachers and \$600 to new teachers
 3. Trying to figure out whether we need to fundraise more
 4. 47 full time equivalents; should speech have the same amount for example
 5. Should it be a fixed amount? Allocation was more this past year - \$18,500 and teachers got \$400 in 2023-2024
 6. Principal feedback → yes teachers use the allocation
 7. \$400 will be the mark
 8. Account checking - \$32,563.62
 9. Garden checking - \$12,935.60
 10. CMS after school sports - \$60,082.36
 11. PTO Savings - \$49,892.02

12. Not put into budget yet - concessions possible to add to fundraising at Ormondale for musical to supplement budget → can talk to Juliette about concessions for CMS which is being held at PVTC

3. Directory Update - Judy working through a few last minute changes and should be done within a week hopefully delivered week of 10/21; conversations have been had about taking directory to digital but disadvantage is you cannot have addresses listed, which feedback has shown is very important to families, therefore leaning away from digital option and lean into the paper option which is also a good fundraising source
 - a. Goal would be to keep paper directory and find someone new to take over
 - b. Suggestion made to make PDF option and still charge \$25 and allow people to choose PDF or printed copy → will look into this option

4. PTO Updates
 - a. Districtwide & CMS (Jacquelyn)
 - i. Year is off to great start; met our goal for donations
 - ii. Back to school picnic was a success 5-7 PM was better attended than 4-6 PM in previous years ; went through 500 shaved ices and 36 pizzas → next year need even more pizza
 - iii. All ages enjoyed!
 - iv. Can boost food truck presence possibly for next year
 - v. Thanks to Jennifer Alfaro for taking the lead
 - b. Upcoming: Webb Ranch pumpkin patch fundraiser with Mr. Softee
 - c. November Fundraise Options: Amicis dinner out, Honey Bear Trees, Minted, Art to Remember
 - d. Kit Antovich. coordinated Warrior tickets for this year and families will get to have courtside warm up action if we sell 75 tickets
 - e. CMS - two super staff lunches happening
 - f. Cocoa breakfast upcoming; 745 - 830 time will be earlier so kids in choir and bus students can have access - Anne Van der Staay will communicate regarding tables → Safeway donuts more budget friendly than Chuck's
 - g. First assembly 10/30 Corey and the Dribbler for Orm and CMS
 - h. Pizza Lunch on 12/6 from Costco
 - i. Ormondale (Anya/Jennifer)
 - i. Action packed started to the year; watermelon welcome went well, needs to be better advertised
 - ii. Tk and kinder shirts and welcome bags were well received
 - iii. First day coffee cart was very appreciated and well attended
 - iv. HRP training - had over 25 so people feeling really engaged
 - v. Art in action training upcoming
 - vi. President and VP are changing operating model - empowering committee leads so that admin does not have to be present for everything; mainstreaming and more communication and people seem more engaged and hopefully this will influence recruitment
 - vii. Harvest food drive will be increased by one week so until 11/15
 - viii. New company running bookfair- Literati

5. Principal & Superintendent Updates
 - a. Ormondale (Lynette)

- i. Art in Action training 10/14 in Art Room; hope training will inspire more recruits
 - ii. Book fair, dress like your favorite book characters and kindergarten reader parade
 - iii. Halloween - March down Iroquois and kids will march out to field so parents can watch the kids do monster mash and then head to classrooms for fun
 - iv. Dia de Los Muertos celebration October 29 PTO hot cocoa and pan dulce
 - v. Corey the dribbler assembly
 - vi. Second graders will do moving for meals
- b. CMS (Kristen)
- i. October is busy at CMS
 - ii. Bike/walk carpool day was this morning and kids got donuts for participating → happens once a month except during rainy season
 - iii. Today is bring your parent to lunch day
 - iv. 4th/5th grade today cardboard challenge will be on display –steam center is busy 5 days a week with kids working on these projects
 - v. Halloween Grams on sale! 4th/5th graders are biggest customers of Halloween, candy bags on sale next week
 - vi. Middle school dance next Friday → Masquerade Dance; student council will give masks to everyone to wear
 - vii. Decorations will be Halloween decorations donated by families
 - viii. Author Visit: Kelly Yang will be here Monday 10/21, school will be virtual with her
 - ix. Principal coffee about high school process on 10/23
 - x. Candy hunt for 4/8 grade coming up
 - xi. 10/30 spooky minute to win it challenges
 - xii. CMS parade at lunch time student council will arrange the parade route; pto will provide candy for finish and there will be costume contest
- c. Superintendent (Roberta)
- i. Thank you for back to school lunch and partnering on parent venture online classes
 - ii. Focus on safety and emergency preparedness this year: wildfire preparedness workshop partnering with Woodside fire on 10/23 in ORM library, please spread awareness
 - iii. Emergency system tested last week and most parents received email, voicemail, or text or all of the above → if anyone did not get one of the above, they will be reached out to tighten up communication
 - iv. Last year had safety and security audit done and recommendations were made to create a single point of access and to follow big 5 safety protocols; discussion will be had re: fencing and gates and community in invited to participation in discussion as decision will be made re: fencing
 - v. Professional development last week to discuss ELA and science roll out; next one will be 11/1; work group of staff on roll out of AI in the district is also on the horizon
 - vi. Invite to board meeting next Thursday 10/18 reviewing and approving 25-26 calendar
 - vii. Classified staff ratified

- viii. Shoutout to food services for significant increase in participation and improvements → free breakfast and lunch provided by Lunchmaster who has been very reliable
 - 1. How do you monitor surplus or deficit → Checked weekly and order more than enough in case kids want seconds; surplus goes to chickens or New Horizons and Alphabest
 - 2. Working better than signing up ahead of time
 - 3. Lunch line is efficient at both schools
 - 4. Lynette sends email to Lunchmaster when a significant amount of kids don't like something so we can get rid of that item, so communication is ongoing
- 6. 2024-2025 PTO Key Date Calendar below
 - a. Attention to Staff Appreciation Week & Bingo Night Dates
- 7. Adjournment. Next Board Meeting, Wednesday December 11th.

Adjourned: 9:58 AM

Tuesday, October 15, 2024	PTO Webb Ranch Pumpkin Patch Fundraiser
Wednesday, October 16, 2024	CMS PTO Super Staff lunch #1 hosted by grade 8
Friday, October 18, 2024	ORM Book Fair Preview
Saturday, October 19, 2024	ORM Bagels and Books
Monday, October 21 - Friday, the 25th	ORM Book Fair
Friday, October 25, 2024	CMS PTO Halloween cocoa breakfast
Tuesday, October 29, 2024	ORM Dia de Los Muertos celebration - PTO hot cocoa & pan dulce
Wednesday, October 30, 2024	CMS PTO sponsored Assembly: Corey the Dribbler
Thursday, October 31, 2024	Halloween Parade, both schools
November	
Monday, November 4 - Friday, the 8th	ORM Second Harvest Food Drive
Wednesday, November 6, 2024	CMS PTO Super Staff lunch #2 hosted by grade 7
Friday, November 8, 2024	Art to Remember Order Deadline
Tuesday, November 12, 2024	Amici's Fundraiser
Wednesday, November 13, 2024	ORM Super Staff Lunch (3rd Grade)
Late November through end of December	Honey Bear Tree & Minted Fundraisers
December	
Friday, December 6, 2024	CMS PTO Pizza lunch for all students
Wednesday, December 11, 2024	PTO Board Meeting
Monday, December 16, 2024	Staff Holiday Cookie Buffet both schools
Wednesday, December 18, 2024	ORM Winter Concert-morning (confirm PTO support)
Wednesday, December 18, 2024	CMS Winter Concert, 5pm (confirm PTO support)
Friday, December 20, 2024	Ormondale Honors Hot Cocoa parties
January	

Wednesday, January 22, 2025	CMS PTO Super Staff lunch #3 hosted by grade 6
Friday, January 24, 2025	PTO Board Meeting
Friday, January 24, 2025	CMS PTO Pizza Lunch (or Cocoa Breakfast - TBD)
Wednesday, January 29, 2025	ORM Super Staff Lunch (2nd Grade)
February	
Early Feb	See's Candies Valentines Fundraiser
Wednesday, February 5, 2025	ORM Super Staff Lunch Grab n' Go (TK)
Friday, February 7, 2025	PTO Family Dance (TK-5th)
Wednesday, February 12, 2025	CMS PTO Super Staff lunch #4, hosted by grade 5
March	
Saturday, March 8, 2025	Tentative Warriors game outing and fundraiser
Wednesday, March 12, 2025 OR Friday, March 14 (Pi Day), 2025	CMS PTO Pizza lunch all students
Thursday, March 13, 2024	CMS PTO Sponsored Assembly: Crosspulse
Friday, March 14, 2025	Tentative Viajando (Ormondale)
Week of March 17th (push up a week b/c of Outdoor Ed)	CMS and Ormondale Staff Appreciation Week
Wednesday, March 19, 2025	PTO Board Meeting
April	
Wednesday, April 2, 2025	CMS Super Staff lunch or breakfast #5, hosted by 4th
Thursday, April 17	Bingo Night
May	
Date TBD	Giants game - community outing and fundraiser
Wednesday, May 21, 2025	ORM Super Staff Lunch (Grade 1)
Wednesday, May 21, 2025	CMS Super Staff lunch or breakfast #6, Catered (all school)
Thursday, May 22, 2025	CMS Sports Fair - PTO supports
Friday, May 30, 2025	PTO Board Meeting
Date TBD	CMS Cocoa Breakfast w/grade 3
June	
Tuesday, June 3, 2025	PTO Volunteer Appreciation Event - tentative
Wednesday, June 4, 2025	Ormondale Field Day - PTO supports
Wednesday, June 4, 2025	ORM Super Staff Lunch - Catered
Monday, June 9th, 2025	ORM End of school year pizza lunch
Wednesday, June 11, 2025	ORM 3rd grade drive out, 8th grade graduation