

Roy Cloud PTO Meeting

May 16, 2018

6:30 pm

Attended by: Yvonne Sarles, Jim Balestieri, Michelle Ortez, Dana Hardester, Pam Bartfield, Stephanie Chen, Alex Dendy, Roger Dettloff, Rochelle Romer, Mary-Elizabeth Redner, Jennifer Clark, Allyson Montgomery, Anna Rivoli, Desiree Johnson, Kortney Opshaug, Chris Campana, Christina Granato, Tiffany Gonzales, Katie Machemer, Staci Homrig, Gail Sheen, Heidi Von Briel, Christine Sochoux, Kristen Fielding, Jolie Kalvaria, Alice Harkey, Leanna Staben, Jamshaid Rai

1. Call meeting to order - Yvonne Sarles
2. Dad's Club plug - John Mayer
 - John was not able to make it, but Yvonne noted later in the meeting that the Dad's Club is interested in leading the Fall Family Event. Yvonne - and all the other moms - support that.
3. Treasurer's report - Jim
 - Budget discussion - The budgeted discussion centered on the plan for next year's budget. We blew away Direct Donations and Auction - thanks to the leaders of those teams! - so we have a lot more money than we had planned for. We will draft the budget now and will approve it in July. So, the budget won't be finalized until July. The only Income yet to come in for this year is from the Jog-a-Thon.
 - At moment, we have **\$493K** in cash on hand, and our estimated net carryover to the 2018/2019 school year is **\$443K**. Our income from the 2017/2018 school year was **\$523K**. **\$234K** came from Direct Donations, with close to **\$80K** of this coming from Company Matching Funds.
 - The Auction brought in **\$194K** this year. We don't have anyone currently signed up to lead the Auction for next year, so our income would come way down if we can't get a lead.
 - Projecting for next year, we can expect Direct Donation to bring in **\$150K plus another \$50k** from Corporate Matching Funds. These are conservative targets.
 - Other projected income: we expect the Book Fair to continue to break even, and the Jog-a-Thon to bring in around **\$40K**.
 - Expenses for this school year included **\$43K** for the Auction; **\$7K** for Direct Donations; **\$11K** for the Book Fair; **\$11K** for Family Fun Nights; **\$4K** for Investigative Learning; **\$66K** for Library support; **\$33K** for PE; **\$21K** for the Reading Resource Teacher; and **\$48K** for StarVista.
 - As we look at projected expenses for next year, our main fundraising expense is the Auction. We can expect it to be higher than the **\$43K** on the Auction this year, if we don't find a lead and need to hire a planner. We expect around **\$8K** expenses from Direct Donation. And there are other basic expenses that carry over year-to-year, such as the **\$1K** we donate to the 8th grade graduation.
 - We've left the Fall Family Fun Night in the budget in case we do something.
 - We also did a Program Review for next year. We agreed to up our spending on Investigative Learning by **\$10K**. We are planing to add **\$5K** to Library programs, but we don't know yet whether we will need the extra. Legarza will be around **\$64K**, up from around **\$44K**. We are going to hire two additional people to be here during lunch recess from 11:30-1:00. There is also a 3% increase on their fee this year
 - Principal's Fund - Jim doubled it to **\$10K**, although that is a bit of unknown given we will have a new administration.

- The Reading Resource Teacher - we are planning for **\$19K** next year, as compared to our spend this year of **\$21K**.
- StarVista - Today we have two counselors, and both are always completely booked. We considered increasing the hours from 30 to 52, which will cost **\$86K**. At 30 hours, our cost is **\$48K**.
- Another point that was raised is that the StarVista counselors are more interested in providing individual counseling than group sessions, as they don't get accreditation credit for the group sessions.
- Anna asked whether the district wasn't supporting the Student Assistance Program next year. Dana replied that we have five staff members running group sessions for students, and the teachers have been receiving training that is funded by the district. To do the session, teachers were giving up their prep time and the district was paying teachers to compensate for the loss of that time. That compensation will go away.
- A parent asked whether there was a waiting list to see the counselors. Kristen informed us that there are four kids who have been referred to counseling, who are on a wait list. At any given time, there have generally been four to six kids waiting for to get scheduled.
- Is there an option to bring Juli Stringfield back? Or to add something similar? Alex suggested Kid Power, which is similar to Tool Box. Yvonne said that we might need to do some research this year for the 2019/2020 school year. Perhaps there will be something else we can pilot and try.
- Yvonne proposed that we add a third StarVista counselor and increase this program to 40 hours, which would take us up to **\$66K**. We held a vote, all were in favor, so the increase was approved.
- Jim interjected that this is something we can express to them verbally, but we'll need to get them to agree as this is a district contract. We would be the only school with 40 hours of counseling.
- Technology Training - We didn't actually use the money set aside for that this year (**\$2K**). A suggestion was made to broaden this to Teacher Training and to up it to **\$10K**. There was broad support in the room for this idea.
- We are going back to 12 sessions for Arts4All. It was decided and confirmed from the previous meeting.
- This year, the PTO budgeted **\$5700** for field trips (not including Yosemite), and we didn't spend all of it. There was broad support in the room for adding more field trips.
- iPad purchase for K-2. District wants to purchase them now. The district charges \$100 in service fee per device, but we don't take any technology for iPads from the district, so thus do not incur that fee.
- Christina said that she has asked for a new Chromebook carts. Jim said that we are ordering two new carts, he thinks they are for the 3rd grade.
- Jolie mentioned that we had also talked about fixing some of the lower grade computer lab technology. Should we do this now with the extra money in the budget? Jim thinks we are replacing the lab through the Library upgrades. What should we be looking at in terms of technology? Christina mentioned that the older lab is easier for the younger kids to use.
- Yvonne suggested that next year's Fund-A-Need might be new technology, and we should reach out to K-2 teachers and find out what they'd like us to upgrade.
- There have also been some connectivity issues with AppleTVs. Dana said we have updated them pretty recently, but Ryan requested that we get the newer AppleTVs. Apparently we'd need 27 AppleTVs. Apparently, we are limited by district contracts in terms of what technology we can use. For Chromebooks we can only use Dell, and for tablets we can only use iPads. We can't buy technology ourselves - everything has to happen through the district.
- What is happening to older iPads? Is there a buyback? No - new iPads are purchased through the district. We could potentially use the older ones for QR codes. Dana said that the only issue with the older iPads is that the operating systems are dated.

- For now, we need iPads for the 2nd grade. We need to find out about AppleTVs and research what we need for the lower technology lab.
- Turning to the Fund-A-Need Health and Wellness project for next year, **\$64K** from the budget is earmarked for this and must be spent on the Fund-A-Need.
- The projected budget for the Learning Garden is **\$5K**. There will be mini-grants for each classroom, plus irrigation. Big kudos to Allison and to everyone who helped her revive our beautiful garden!
- Budget for Middle School enrichment programs will be **\$5K**. This year they spent **\$1500** and it was really all Tammy Cattarin. A suggestion was made to make sure that the Middle School Teachers know about the money.
- Anna said that what teachers really want is more Prep and Planning time, but per Jim, we aren't allowed to pay for that with PTO funds. Dana thought we could do it through a stipend perhaps. Jim said that we'll leave it at **\$5K** for now and adjust.
- We discussed the Spanish 2 -year trial program. It's really not worked that well, according to the parents. It's a non-graded class. Parents and PTO have suggested adding a grading system for Spanish in addition to homework. Our teacher Joan, who is a retired language teacher, came back and said that no, she's not up for that.
- Joan has been here two years, and according to parents who have observed the class, the kids run amok. It is not money and time well spent.
- There was some discussion around whether we know how many of our 8th graders will test into Spanish 2 in high school. We really won't know until next year. But, Jim's son started high school in Spanish 2 because he had taken it here, and he was pushed out after two days.
- A parent asked why the district won't pay for a Spanish teacher for our middle school; apparently it's not required. We've looked into sharing a Spanish teacher with North Star, but it ended up not working out because we both needed the teacher at the same time.
- Another suggestion was made as to whether Spanish could be an afternoon program, perhaps through something like Universe of Colors. Christina thought that maybe we could add an extra period either before school or after school, and perhaps the kids could get credit. For them to get credit it would have to be graded and weighted, though.
- Yvonne asked how much we are paying for Joan. Jim replied that the cost is more than **\$40K**. A suggestion was made to let Joan go but keep the **\$40K** in the budget and find another solution. It sounds like Joan has been saying her goodbyes and isn't really interested in continuing in any case.
- A majority of parents in the room support trying to find another option for the middle school Spanish class, and Jim agreed that we will continue to look for other options.
- Moving on to other items in the budget, James Henry will get **\$10,800**.
- Next year Heidi is getting **\$30K** for Science programs (yay Science!).
- Teachers will get **\$400** per teacher from Site Support. Teachers haven't turned in many receipts as yet.
- We are budgeting about **\$20K** for the Spring Production.
- We have about **\$50K** in our Technology Reserve Fund. We are going to try to purchase some things and get our carry over down.
- Our overall carry over is \$450K this year. As a nonprofit, we shouldn't have more than **\$150K** in carry over. We are going to try to get that number down.
- We have a net balance of **\$2799**. We debated whether we should donate it to RCEF. We haven't done that before, although Alice mentioned that they have hired a new Director and we should start to see some benefit from RCEF, unlike previous years.
- We talked about other ways to spend more money? Field trips and transportation for the field trips (so parents don't have to chauffeur) was suggested. Dana suggested more teacher training. Teachers would like to be able to extend the curriculum, but don't have the training. Dana thinks teachers would be very open to writing up a proposal for a specific

training, to submit to the PTO. We have sent teachers to Napa for training, and to the Google Summit. Teachers would be very excited about additional training opportunities.

- Per Jim, right now we have **\$5K** for Technology Training, but we are going to change that to Teacher Training, and we are planning on upping it.
 - Yvonne suggested upping Training from **\$10K** to **\$20K**, and that got general consensus.
 - Another suggestion made was for parent education workshops, something like the Girls Leadership course that was held recently.
4. Portable AC Units - Chris Campana
- There are five classrooms that are really hot here: Rooms 17, 18, 10, 9, and 1. We've taken temperature readings consistently, and have gone to the district to get approval for AC units for these five classrooms. What we'd like to do is have the PTO fund them. They are the plug in and ready to go type, and we have the OK from Baker to purchase them.
 - Chris has been talking with Dana since September, and then he went to Baker. He has engaged with president of the school board, Hillary Paulson, and they presented the proposal to the Board. There was a fair amount of back and forth, and we sold it as a pilot program. The district is also going to run a pilot program at Hawes.
 - The engineers were here last week. They did an assessment, and can move forward. This will take very minimal facilities work, and the units could potentially be in by the end of the school year. The total is **\$3000**. The PTO will donate the funds rather than ask parents.
 - Roger asked why this is such a big deal, and why can't we just have AC in every classroom, as it is not that expensive. The answer is that there are 50-70 classrooms in the district that fall into the no AC whatsoever category, and it would certainly increase our utility bills to add them to every classroom that needs them. It's in part a matter of fairness. If we can prove in the next year that this has been an effective program, we can come back and ask for additional units.
 - Yvonne made a motion for a vote for the PTO to buy the AC Units. Mary seconded the motion, a vote was held, and all were in favor.
5. Principal's Report - Dana Hardester
- Classroom set ups for next year are happening. Mrs. Hsich is leaving, as she got a job in her local district. Hannah Moser is staying on and will teach 2nd grade. Julie Krause is hired for 4th grade. She has a history here- her kids went here, and she is a former PTO president. She left because she had a part-time position here, and she left for a full-time job in the Burlingame Intermediate School. We are excited to have her back.
 - Class sizes are contracted at no more than 31 students. The Middle School can have up to 35 (which we've never had) but they can't have more than 120 contacts a day. Middle School generally ends up with around 27 kids.
 - The K-5 class size number is 31 (K is 30). That is the teaching contract number. The LCAP lowers it to 28 up through 3rd grade. 3rd Grade is in the 30s, and this is to alleviate them from the need to have a combination class next year. We are taking more kids per class in the hope that nobody is over 31. No classroom was over 30 when Dana did the numbers. If the classes fall below 27, we might get into combination class territory. We usually have some kids leave by October, and if we don't have high enough numbers through the end of the year, the district might start closing classes.
 - Yvonne asked whether we are accepting School of Choice kids this year? Dana that School of Choice is done, but we don't know yet how many kids we will get. We have 10 kids who left for private school rejoining us next year, and we have 20 kids leaving for North Star next year.
 - We will have three kindergarten classes next year.

6. Assistant Principal's Report - Kristen Fielding
 - State testing has wrapped up. The tests focused on ELA and Math. We are also in a pilot program for a state science test called CAST. It's taking longer than we had expected to administer it. The 5th and 8th grades are taking it. It's been a little more hairy than we thought.
 - Kristen announced that she will be going to Las Lomitas Elementary School (K-3) in Atherton next fall. We wish her the very best, and thank her for her contributions here.
 - Principal-for-a-Day is next week.
 - Parent volunteers have been coming out to volunteer at recess. We've had two dads come every Friday. Even one volunteer helps a lot.

7. ASB/Teachers Report - Anna Rivoli
 - No update this month.

8. Jog-a-thon update - Heidi Von Briel
 - We've had \$34K donated thus far. We've had 50% participation from K-5th grade, and we've had a good number of donations from the Middle Schoolers too.
 - There are still a number of opportunities to volunteer. What would be especially helpful is for people to bring Otter Pops - we don't have enough at the moment. Please look at the SignUp Genius, and volunteer when you can.
 - Heidi and Casey would like to start training someone new and pass the torch, so please let them know if you are interested.

9. Spring Play Recap - Allyson Montgomery and Jen Clark
 - We made about **\$5.2K**, not including janitorial costs, which will probably be about **\$1.8K**. We spent \$600 on a cable installation up front. Some costs went directly to Jim.
 - The number of kids participating this year was strong, and ticket sales were good. Sunday was almost sold out. We had 91 kids, with a total of 75-ish families participating.
 - Many items were donated by parents, including concessions, costumes, and many set supplies.
 - There were are some things in the Library closet, including spotlights and a life-size chess set.
 - The stage is broken, and we need a bigger stage. That would be a good project for the Dad's Club. We will need spotlights if we end up not using McKinley next year.
 - We met with the SCCT, there are a couple of dates available next spring. We need two days on the weekend and the whole week for Tech, and then two weekend days for shows. We are running two weekend days short right now. Jen is looking into other theaters to rent.
 - We have one week which could possibly work, but it is also unfortunately the first week of testing, which would be challenge. If we do a shorter Tech Week, combined with no homework, perhaps this could work?
 - Christina asks that we please not hold it during test week. It's too much. The District puts so much weight on the test scores.
 - Allyson and Jen would prefer not to do it during test week, but the challenge is limited availability of the theater.
 - We could potentially get a week in March, but would need to find a new sound engineer, and would also lose the current engineer's equipment. We would also lose a weekend date. We could do a Thursday, Friday, Saturday show, or Friday and two Saturday shows. Dana will look into whether we can book a Thursday show.
 - Allyson asked whether there is a way to try to spark the interest of the boys? Can teachers of younger grades incorporate classroom performances into the curriculum? At the moment, we have only a few boys participating.

10. Used Book Fair - Jen Clark

- We have enough books to do the Used Book Fair. It was close, we almost couldn't pull it off. Jen needs volunteers; at this moment she only has one parent helping. She needs help with set up on Wednesday and Thursday, and the Fair will run Tuesday through Friday.
- Dana suggested putting a call out to student aides to get volunteers.
- After the first day it's mainly teachers, although the kindergarteners love it and come several times.
- A Book Fair SignUp Genius went out around the same time as Jog-a-thon, and perhaps was overshadowed.

11. Miscellaneous - Yvonne

- Fox Theater - Lucy Wicks was able to get the Fox to donate the theater and the rights to show the film Angst, a really good film about anxiety. Basically it's kids and young adults talking about how to deal with anxiety. Lots of times when children have anxiety, they can't put it into words. She's working on getting dates, but it looks like September. Lucy is also working on getting a panel of experts from Stanford to come and talk about anxiety. More details to come.
- First Days Program - Marybeth has 95 orders. You need to order by June 30th. Another flyer will go into the Thursday folder.
- After School Programs - Mary said they were looking at automating this through a vendor, sort of like Activity Hero, but our vendors would end up incurring the costs, so we haven't figured out a good solution yet.
- We've had about 12% of the student population doing After School programs, so as this gets bigger, it will make sense to automate it.
- The Auction - we have the date (February 23), the auctioneer, and the location (Domenico Winery) secure. Leanna, Andrea, and Tanya are willing to help and guide, but we need a lead. We will also need half a Secretary, to split the role with Casey.
- On Monday evening, June 4th, we will have a reception for Dana and Kristen. We all wish them the very best at their new schools, and thank them for their many contributions to Roy Cloud!
- Meeting adjourned.