

## Crocker/Riverside (C/R) PTO Executive Board Meeting

January 5, 2020

<https://www.gotomeet.me/bryrich/ptoboard>

Access code is 705-739-205

6:00 p.m.	<ul style="list-style-type: none"> <li>i. <b>Welcome and Introductions</b></li> <li>ii. <b>Anything to Add?</b></li> </ul>	Bryan
6:05 p.m.	<ul style="list-style-type: none"> <li>iii. <b>Approve December Meeting Notes</b> Motion to approve December meeting notes; motion passes.</li> </ul>	Bryan
6:10 p.m.	<ul style="list-style-type: none"> <li>iv. <b>Principal Update</b> Some preparations for return coming from district (i.e., masks, handwashing stations). Cal Middle providing virtual 6<sup>th</sup> grade tour tomorrow. New office clerk Yuri (rhymes with "Judi"). Kinder enrollment begins shortly and runs 2 months – will work with Victoria on publicity / virtual tour. 622 current enrollment is lower than 660 average and 680 capacity – budget being developed based on 626 with corresponding staffing (likely drops a teacher and results in a combined grade). Will recruit for incoming 3, 4, 5<sup>th</sup> graders.</li> </ul>	Mr. McCord
6:20 p.m.	<ul style="list-style-type: none"> <li>v. <b>Other Updates/Comments</b></li> </ul>	
	<ul style="list-style-type: none"> <li>a. 4thR</li> </ul>	Amy
	<ul style="list-style-type: none"> <li>b. Member at large <b>Action: Anna to confirm with Mr. McCord we are ok to begin publicizing brick campaign.</b> <b>Action: McCord checking on name of prior vendor for pavers, who has been approved.</b> <b>Action: Anna to connect with Kelly on publicity for brick campaign.</b> Targeting spring break.</li> </ul>	Matt and Anna
	<ul style="list-style-type: none"> <li>c. Guest Comments</li> </ul>	Guests
6:30 p.m.	<ul style="list-style-type: none"> <li>vi. <b>Discussion Items and Upcoming Events</b></li> </ul>	
	<ul style="list-style-type: none"> <li>a. CubHubs Meeting last night. 8:30am recess idea; willingness of teachers to open early and let kids interact. Ideas: Online movie night, virtual field trips, Kahoots game. Art &amp; science docents – prepare packets and do together – can be part of school day or not.</li> </ul>	Anna
	<ul style="list-style-type: none"> <li>b. Virtual Kindergarten School Tour</li> </ul>	Mr. McCord

	Looking for what parents want/need to know. Q&A is a priority.	
7:00 p.m.	<b>vii. Officer Reports (please keep this brief; refer to action items on the following page)</b>	
	<b>a. President's Report</b> Governor safe schools for all – incentivizing to reopen. Not clear where this stands with district; negotiations ongoing. Looking for “here’s where we’re at” update.	Bryan
	<b>b. Vice President's Report</b>	Neva
	<b>c. Treasurer's Report</b> Mid-year budget report. Surplus remains to be spent. If we come back what will needs be? Possibilities: Chromebooks, teacher IT needs. Site council funds will cover the fencing.	Jeff
	<b>d. Secretary's Report</b>	Kristi
7:15 p.m.	<b>viii. Board Member Reports (please keep this brief; refer to action items on the following page)</b>	
	<b>a. Fundraising Oversight</b> <b>Kelly and Jeff to connect on Annual Fund amount.</b> Farm Fresh to You – can enroll C/R into existing acct. Five Guys / Mendocino upcoming. T-Shirts: School wide competition idea well received.	Kelly
	<b>b. Room Parents</b> Preparing for teacher appreciation week. Identified someone who might be interested in the role for next year.	Brittany
	<b>c. Controller</b>	Vacant
	<b>d. Parliamentarian</b> No material updates.	Rowena
	<b>e. Enrichment</b> No further updates.	Kim
	<b>f. Communications</b> No further updates.	Victoria
	<b>g. Volunteer Oversight</b>	Cana
	<b>h. Auditor</b> Audit has begun; report to follow next month.	Brian
7:30 p.m.	<b>ix. Adjourn – Next Meeting: Executive Meeting on February 2, 2021</b>	Bryan

### Action Items

### Short term

- **Anna** to follow up about teacher PD/scholarship fund budget allocation
- **Bryan** to start an email thread with Cana and Victoria to discuss how it can be helpful for parents/community to contribute
- **Bryan** and **Jeff** to follow up with Victoria about description for Controller ~~and Auditor~~ positions. Victoria to post on Konstella
- **Jeff** to connect with Debbie about yearbook revenue
- **Jeff** to follow up about Sutter's fort field trip
- **Victoria** to create a sign up to generate names of folks interested in contributing in different ways (IT, Zoom, etc.)
- **Victoria** to post PTO GoToMeeting information on Konstella
- **Victoria** to share PTO information with Anna for brick campaign google form.
- **Jeff** and **Brian** to talk about upcoming audit.

### Long term

- **Mr. McCord** will plan a first grade orientation next year (similar to Kindergarten orientation)
- **Bryan** to follow up about where to post fiscal information re: enrichment activities
- **Bryan** to follow up with Deana about adding the parent newsletter to Konstella
- **Nick** will save BBQ check list to the google drive
- **Stacy, Victoria, Bryan** will further discuss sponsorship position
- **Jeff** to reach out to Mr. McCord about the process for getting another hydration station