

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

March 2, 2021

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

Access code is 705-739-205

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| 6:00 p.m. | i. Welcome and Introductions ii. Anything to add? | Bryan |
| 6:05 p.m. | iii. Approve February Meeting Notes Motion to approve February meeting notes; motion passes. | Bryan |
| 6:10 p.m. | iv. Principal Update Spirit week is coming up – week of parent teacher conferences District plan is on the website; once there is an official plan, will be able to talk to parents. Hope is there will be enough information with the survey that families can make an informed decision. More preparations are happening on campus – spacing, signage, etc. They are proposing concurrent learning – teacher is in the classroom and teaching the kids via Zoom. Not sure about campus reopening. Likely wont extend school into June; maybe a more robust summer school? | Mr. McCord |
| 6:20 p.m. | v. Other Updates/Comments | |
| | a. 4thR No updates | Amy |
| | b. Member at large Started a district wide organization. Doing different events: teacher union reps, budgeting, black parallel school board. Connect with Anna if there's interest in participating. | Matt and Anna |
| | c. Guest Comments | Guests |
| 6:30 p.m. | vi. Discussion Items and Upcoming Events | |
| | a. Succession planning Need to put together election slate. There's lots of energy around coming back to school. Can do a Google form for the election. Election is generally done in May. Bylaws don't specified a date, just need to keep it open for a week. Might be helpful for PTO to describe their role/commitment so other parents can see what they might be interested in. Victoria could post this on the website. Bryan and Victoria to connect about election next steps. | All |

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| | <p>Bryan shared his daughter has changed schools and is no longer attending Crocker Riverside; he is still open to staying on as Board President. This is a unique situation.</p> <p>The board discussed and took a vote as to whether Bryan should stay on as Board President. There was unanimous support for Bryan to stay on at President.</p> <p>This situation may not be too unique. There may be other board members who move to other schools. Should there be succession language in our bylaws.</p> <p>We are a non profit organization; not just tied to Crocker Riverside. We anticipated having other community folks on the board in the future. Anna could craft some language to update the bylaws. Other schools often have folks who have left sit on the PTO. Could expand definition of eligible PTO members.</p> <p>Rowena to draft language to update the bylaws; could expand definition of eligible PTO members.</p> | |
| | <p>b. Refill Madness event</p> <p>Refill Madness takes in used office supplies. Could do end of the year clean out your house events. We could do it in front of the school. Could do it on the first day back to school – out with the old and in with the new. PTO could provide a new box of pencils and an eraser.</p> <p>Anna, Jeff, and Mr. McCord to discussion Refill Madness next steps.</p> | Anna |
| | <p>c. Brick campaign</p> <p>Campaign is doing really well (about 50 bricks and one bench) but not getting the word out quite as well. Want to create a FB viral campaign. The more money we can raise the better off we will be. A couple of concerns: special project request has been submitted and waiting for comments, then it will be submitted to Building of State Architect– its just the front of the school. Bigger issue will be the back area. Ideal to do this when kids aren’t on campus. Need to get cost to do irrigation and grass and take-out backstop and goal posts.</p> <p>Could there be media related to schools coming back and the brick campaign? Kelly might be able to get Good Day Sacramento to come.</p> | Anna |

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| | <p>Would be great not to have all of the money in had to do the irrigation.</p> <p>Need someone to monitor and track all of the information coming in for the brick campaign.</p> <p>Anna will put out a request to bid on the back area of the school and will then come back to the PTO with a budget, amount raised, and projections.</p> <p>Anna to connect with Kelly about media coverage (Inside Land Park, other neighborhood associations, etc.) for brick campaign.</p> <p>Brittany to check in with Kelly about images/graphic/signage/logo for the brick campaign.</p> <p>Cubhubs met yesterday to talk about meet ups in the park. Want to use Konstella to get the message out.</p> | |
| 7:00 p.m. | vii. Officer Reports (please keep this brief; refer to action items on the following page) | |
| | <p>a. President's Report</p> <p>Would love for us to put something together when we have the return date and when some kids will return. Would like to do something outside of the school. Maybe the companies that do the Happy Birthday signs?</p> <p>Would normally have a general meeting at the end of the year. Not a ton of work, but would love some help with this (finding a date, advertising it, virtual event). Could we do our May meeting as the general meeting (amendment to bylaws, voting results, seed money, etc.). Just need to make sure to advertise it.</p> <p>Brittany could advertise May PTO meeting on Konstella; revisit at April meeting.</p> <p>Kristi and Bryan to discuss upcoming general meeting agenda (likely May)</p> | Bryan |
| | b. Vice President's Report | Neva |
| | <p>c. Treasurer's Report</p> <p>Some teachers are interested in hearing where they are with spending.</p> | Jeff |

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| | Jeff to draft update on status of spending and will send to Mr. McCord to send to teachers. | |
| | d. Secretary's Report | Kristi |
| 7:15 p.m. | viii. Board Member Reports (please keep this brief; refer to action items on the following page) | |
| | a. Fundraising Oversight Kelly will send an email re: fundraising updates | Kelly |
| | b. Room Parents | Brittany |
| | c. Controller | Vacant |
| | d. Parliamentarian Jeff to send Rowena an email re: term limits | Rowena |
| | e. Enrichment 7 classrooms participating in Soil Born field trips. | Kim |
| | f. Communications Victoria is still planning to connect with Brian re: pancake breakfast. | Victoria |
| | g. Volunteer Oversight | Cana |
| | h. Auditor | Brian |
| 7:30 p.m. | ix. Adjourn – Next Meeting: Executive Meeting on April 6, 2021 | Bryan |

Action Items

Short term

- **Mr. McCord** will check in with 6th grade team about end of year celebration.
- **Mr. McCord** to check with Debbie about yearbook photos.
- **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 share PTO information with Anna for brick campaign google form.
- **McCord** checking on name of prior vendor for pavers, who has been approved.
- **Victoria** and **Scott** to follow up about virtual pancake breakfast.
- **Victoria** to follow up with folks who ran the book fair in previous years to see if they are interested in supporting it this year.

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