

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

October 5, 2021

Link to Join Zoom Meeting:

<https://us02web.zoom.us/j/89798506724?pwd=TmdtWW9PZUJ6NXVaY2JkdjMrVitGdz09>

Meeting ID: 897 9850 6724

Passcode: 217858

6:00 p.m.	<p>I. Welcome and Introductions Call to order – 6:01pm.</p> <p>II. Minutes <u>Motion</u> to approve (Serenity); second (Victoria); motion approved</p> <p>III. Anything to add?</p>	Kim
6:05 p.m.	<p>IV. Principal Update</p> <ul style="list-style-type: none"> • Outdoor classrooms – tents <ul style="list-style-type: none"> ○ District has approved pop-ups to accommodate tables in the courtyard ○ Sept. 20 – submitted grant for outdoor classrooms / covered outdoor eating area for rainy days ○ Great responses from Erin McCallan, Catherine Colson, Tina Kinzie and others on grant writing team • Area identified for outdoor classroom – Two 20’ x 40’ tents will fit. Sac County requires 120 lbs. of support – 15 gallon barrels with concrete will satisfy requirement • Cost – \$2,200 per tent (\$1.8k + installation) – will be used as eating area / outdoor classroom. Tents will survive rain and wind • Longer-term objectives: <ul style="list-style-type: none"> ○ Tents will be used, pending installation of permanent structure in breezeway or near library in the grass ○ Possible to install solar on the structures ○ Goal to incorporate into curriculum and for everyday use ○ Model for other feeder schools to MCK, once we get the grant writing down; then eventually for the district • Options for payment: (1) capital campaign, or (2) general fund. Discussed and agreed to fund from budget and reserve capital campaign for longer-term vision • <u>Motion</u> to add \$4,400 to budget for two tents with installation (Jeff); second (Brian); motion approved 	Mr. Zarate
6:15 p.m.	<p>V. Other Updates/Comments</p>	
	<p>a. 4th R</p> <ul style="list-style-type: none"> • No updates 	Amy

	<ul style="list-style-type: none"> • Looking forward to outdoor classrooms <ul style="list-style-type: none"> ○ Question: Can 4th R increase capacity with the outdoor space? ○ Answer: 4th R capacity already includes outdoor space 	
	<p>b. Member at large</p> <ul style="list-style-type: none"> • Anna – Bike dog trivia nights – Strong interest to broaden to additional grade-level. Budgeted \$1,000 for K and 1 – actual spent was ~\$500 total • Jessie – Walk to school scheduled for Wed. Oct. 6 	Anna, Jessie
	<p>c. Guest Comments</p> <ul style="list-style-type: none"> • Noted fatal accident on Riverside – City trimmed trees, added lighting / visibility, and repainted crosswalks; other pending discussions – stay tuned • Permanent crossing guard – job opening closed today as noon duty. Several weeks (but not months) to fill position. Main need in the interim is after school. 	Guests
6:25 p.m.	V. Discussion Items and Upcoming Events	
	<p>a. Status of board vacancies for 2021-2022</p> <ul style="list-style-type: none"> • Parliamentarian remains vacant 	Kim
	<p>b. Kindness Campaign</p> <ul style="list-style-type: none"> • Kick off campaign after walk to school – Thais Booms Orthodontist as sponsor of t-shirt design contest; winning design wins lunch with Mr. Zarate <p>c. Fall Event – Jamie James leading Trunk or Treat at Dave’s Pumpkin Patch (Thursday, October 21; 5:30pm start)</p> <ul style="list-style-type: none"> • Crocker reserved section of parking lot; Dave’s open to public until 7pm, Crocker only until 8pm. • Crocker picnic table – food purchases from snack shop (cash only; no host) • Pay in advance by envelopes to be sent home – checks, PayPal, and Venmo (?) • PTO covers treats and venue (\$12.50 per child, \$10.00 charged by PTO, net \$2.50 cost); budget was \$500 for the event • <u>Motion</u> to increase gross budget amount to \$1,500 (recognizing ticket sales will offset); second (kelly); motion approved <ul style="list-style-type: none"> • <u>Addendum</u>: Based on ticket sales, eVote conducted October 17-18 to increase budget to \$7,500 gross, \$2,000 net expense; “yes” (10) / “no” (0) <p>d. Nancy Knowdell – Children and nature program to track water use and conservation</p>	<p>Kim</p> <p>Kim, Jamie, Kelly</p>

	<ul style="list-style-type: none"> • Collect gray water in 2 gallon buckets under classroom sinks; funding request for barrels, California native plants, and rubber aprons; \$200 cost estimate; submit through Science Docent <p>e. Kelly – Noted contact information for reimbursement tool needs to be updated (Victoria to do)</p> <ul style="list-style-type: none"> • Victoria to add Venmo and/or PayPal link to Annual Fund website for sponsorships or donations. (Jeff to send to Victoria PayPal and Venmo info) • Need to change Venmo to non-individual cell phone number (TBD if Google phone number is viable) <p>f. Young Actor’s Stage would like to return to Crocker – who can approve? Nancy spoke with YAS – proposed to five schools; would occur in the Spring; rehearsal one day per week (one long day vs. to days in the past) – up to schools to decide at site level.</p>	
6:45 p.m.	VI. Officer Reports	
	<p>a. President’s Report</p> <ul style="list-style-type: none"> • Volunteer clearance process will begin shortly – Mrs. Kang organizing – room parents and docent volunteers receive priority 	Kim
	<p>b. Vice President’s Report</p> <ul style="list-style-type: none"> • Good Neighbor Day – September 28 – Thank you flyer to neighbors at 70 homes on 5 adjacent streets; photos to follow 	Serenity
	<p>c. Treasurer’s Report</p> <ul style="list-style-type: none"> • Two adjustments to budget: (1) Welcome BBQ – budget \$550, actual \$989 (for Kona Ice), and (2) Unsubmitted 2020-21 expenses – unbilled jog-a-thon sponsorship • <u>Motion</u> to amend budget to include actuals (Jeff); second (Serenity); motion passed 	Brian
	<p>d. Secretary’s Report</p> <ul style="list-style-type: none"> • None 	Jeff
7:15 p.m.	VII. Board Member Reports	
	<p>a. Fundraising Oversight</p> <ul style="list-style-type: none"> • Mendocino Farms check is coming (\$470; 20% of total sale) • Farm Fresh to you (\$634) • Shoot Photography sessions – \$20 per child; now at \$280 • Amazon Smile (\$1,397 since July); Box Tops (small amount) • Annual Fund at \$22,260 (~\$3,000 remaining to meet goal) • October will launch Mixed Bag and Charleston wrap and also Chipotle 	Kelly

	<ul style="list-style-type: none"> • Giving Tuesday – Discussed skipping this year (historically picked a charity based on student vote) – event is on Nov. 30, so revisit next meeting • Spring Social – date reserved [confirm]; no committee formed yet – item for next meeting 	
	<p>b. Room Parents</p> <ul style="list-style-type: none"> • Updating leads; still some teachers with no leads; email if interest 	Christina
	<p>c. Controller</p> <ul style="list-style-type: none"> • Checks sent to accountant of \$2,490 	Neva
	<p>d. Parliamentarian – <i>n/a</i></p>	Vacant
	<p>e. Enrichment</p> <ul style="list-style-type: none"> • Art show – strong support; October lessons will happen; art cart off the ground; hope to merge with outdoor classrooms • Science docent – getting volunteer onboard • Garden docent – lead needs to be filled to support Aaron Smith • Music – 15 parent volunteers; meeting with Mrs. Sommer • Mural project – not part of grant money, but could be • Recruitment ongoing 	Anne
	<p>f. Communications</p> <ul style="list-style-type: none"> • Please send any updates for Newsletter; seek to send on Sunday night • Upcoming updates – Mixed Bag / Charleston Wrap; crossing guard sign-ups; Chipotle October 18; Dave’s Pumpkin reminder; • Updating website as needed –Jessie reviewed – sending to Victoria and need to delegate content. • Suggestion to add free dress day to PTO calendar and message/robocall night before 	Victoria
	<p>g. Auditor – no report</p>	Laura
7:30 p.m.	<p>VIII. Adjourn – Next Meeting: General Meeting on November 2, 2021 Meeting adjourned – 7:36pm</p>	Kim

Minutes submitted October 17, 2021
Jeff Marks, PTO Secretary