

PTO Executive Board Meeting - Open Session
Tuesday, March 10, 2020 • 7:00-9:00 PM

Attendance: Michele Tuman, Patricia Balmas, Krissy Zimmer, Tarra Knotts, Cristin Fong, Beccy Howarth, Marisa George, Jenny Abellana, Virginia Clements, Ana Brenner, Barbara Ng

Ombud Representative: Michelle Dion

Guest: Tomiko Taylor

Excused: Jonelle Chase

- I. Welcome
- II. Pacifica School Volunteers Patrick Sayers, Exec. Director
 - A. Think Bridge Summer Camp at Vallemar School
 - 1. June 15, 2020 for four weeks. www.thinkbridgecamp.org
 - 2. Priority to PSD families
 - 3. Four areas offered: Musical Performance, Computer Programming with Lego Robots, Creative Thinking, Games + Design
 - B. In recent years teachers have had an increased request for multilingual support and PSV is always looking for volunteers that can meet that need.
 - C. Orientation required for all volunteers. If younger (13-15yrs), parents are required to attend and make sure it is a good fit. Applications online. Can always use help.
 - D. San Mateo County Health recommends cancellation of “non-essential” events. Therefore, Read Aloud at S.R. is cancelled, as well as Child Family Summit.
- III. Elna Flynn Tarra Knotts
 - A. Aprile Uhland, Petra Schumann, and Katy Weis are this year’s OSS volunteer honorees.
 - B. May 8, 2020 is event.
 - C. Motion approved to pay \$200 for 3 volunteer dinners, flowers, and awards.
- IV. LCAP Meeting Tarra Knotts
 - A. No one attended. May have been miscommunication of date/location.
 - B. Issue: What prevents family engagement.
- V. President’s Report Michele Tuman
 - A. Kiln
 - 1. New kiln room will not happen, but the District will commit to installing a fan when school renovations happen.
 - 2. Julie was to look into where to get a kiln.
 - 3. Patricia believes kiln will be purchased for next year once research is completed as to best option.
 - B. Request made for consideration of potential volunteer(s) for next year’s PTO President.
 - C. Questions regarding Budget issues for Superintendent can be emailed to Michele and she will submit on behalf of OSS PTO.

VI. Parent Rep/Ombud Report

A. Challenge Day was really well received.

1. Parent volunteers were curious on aftermath:

- a) Is there a plan for feedback through student/volunteer/family evaluation?
- b) For future, advised to send parent email/letter to explain and prepare parents for post-event processing of emotions.
- c) Important to get enough parent volunteers outside of parents of participating students.

B. Question as to whether Jr. Olympics will take place; too much unknown with virus and shelter restrictions.

VII. Principal's Report

Barbara Ng

A. COVID-19

1. District position is available on district website.

- a) If comfortable, parents should send kids to school.
- b) Custodians are working hard to clean community touch points.
- c) Hand sanitizer stations going into cafeteria.
- d) Non-essential gatherings cancelled or being re-evaluated.
- e) Field trips are case by case. Drivers are required to wipe down cars prior to transport.
- f) District exploring how distance learning can continue in event of school closure.
- g) Questions unanswered if school closes (e.g., if there will be additional days added to school year). Barbara Ng to check with school district.

B. ASEP classes will continue for now on a day to day basis. Issues discussed regarding cancellation and refunds. Barbara Ng to speak with Megan, ASEP coordinator, about potential closure of program.

VIII. Minutes review and approval : February and March Minutes will be reviewed and approved next meeting.

IX. Treasurer's Report

Patricia Balmas

A. \$100,000 currently raised in funds. If we do not meet budget goal for next year as a result of auction cancellation, we can look to rainy day fund.

B. Request from Patricia Buddington to get Scholastic Election Skills Booklets.

- 1. \$331.50 before tax.
- 2. Normally comes from site funds.
- 3. Discussion concerning whether District should fund, since it part of curriculum.
- 4. Voted to approve funds for Scholastic to come out of PTO Budget for next year if money is not available in site funds first.

X. DLG

A. Email approved and Ryan Paul is working on activating it.

B. Patricia needs invoice for Celebrate Diversity Day assembly.

- C. Given cancellation of Multicultural Night and silent auction, Patricia to explore online auction options with Ryan Paul and report back. Beccy Howarth volunteered to help explore and help with website updates.

XI. Fundraising

Jenny Abellana

- A. Seabowl planned for May 8, 2020.
- B. Potential Plant Night at Celia's: To be determined.
- C. Dine-out dates for Panda Express: Saturdays, March 14, April 25, and May 30
 - 1. Electronic flier is needed. Send out to Ombuds. Jenny will provide.
- D. Family Bricks: Waiting until construction from flood is completed, but could potentially be an option toward end of the year.
- E. Potential fall auction to be scheduled for week of September General Meeting. Jenny to look at auction items to determine if any are time sensitive items in consideration of smaller auction before end of school year.

XII. Teacher's Report

- A. Ways to show teacher support in time of negotiations.
 - 1. Every morning from 7:45 - 8:05 people are encouraged to gather outside schools and wear red.
 - 2. Attend School Board Meeting at Sunset Ridge tomorrow, March 11, 2020, at 7:00 p.m.
- B. Teachers had a nice visit with Sean Nunan.
- C. Action Item: Beccy Howarth will reach out to teachers to determine if any support is needed with unpacking/reorganizing classrooms and she will report back to PTO. Requests for help will be sent out through ombuds.

XIII. Items For Next Meeting.

- A. General Meeting Debrief.
- B. Job Descriptions: Faith Holle has circulated request for response with any edits by March 23, 2020.

Meeting Adjourned.