

Trace PTO Meeting Minutes

Thursday November 6, 2014

Location: Multi-Purpose Room

Called to Order & Welcome: 6:35pm Veronica Loera-Ano, PTO President

Attendance: Heather Bilich, Deanna Davis, Mandie Goena, Sonia Lee, Veronica Leora-Ano, Lenia Melendrez, Cynthia Navarro, Michelle Quarneri, Troy Riewe, Pia Rieppo, Randi Rosen, Kelly Spain, Joanne Warburton, Maria Riojas, Mineroa Lopez, Ignacio Viveros, Flor Barriga, Michele Seaton, Ms Rocha

Approval of Minutes:

- Motion made by Michelle Quarneri to approve the October meeting minutes. Unanimous approval.

School Update: Ms Rocha

- Parent teacher conferences this week, Nov 3 – Nov7. Minimum school days.
 - Students are welcome to attend the meetings, starting at 2nd grade+
- School site council meeting Mon Nov10th
- Positive Discipline starting on Mon 10th, 6-8pm
 - 1st time offered in English, part 2 offered in Spanish in a few months
- Veterans Day, Nov11th – No school
- Early drama show, Nov 12th and Nov 14th – 9:15am day and 7:00pm evening. Parents are encouraged to come to the night show
- 2nd cup of coffee, Friday Nov 14th
- SELAC Meeting, Tues Nov 18th
- Literacy Night (aka: Reading Night) Tues Nov 18th Note: was not in Trace times
 - One activity will be training on Lexia. Parents are invited to volunteer in the computer lab
- VIA Meeting Wed Nov 19th
- Classroom coordinator's meeting, Thurs Nov 20th, 9:00am in Library
 - All coordinator's will be included, in the past it was only TWBI
- Week of Thanksgiving, Tues Nov 25th is a regular day. Wed Nov 26th is a short day – 1.5hrs earlier than standard time
- Thanksgiving holiday Nov 27 th and 28th - No school

Current Business

Fall Festival: Sonia Lee, Co-VP of Seasonal Fundraising

- Thank you for everyone's support.
- We are planning a debrief meeting for committee heads.
- Suggestion was made to also send email to volunteers and members to gather feedback.
- Member (Flor) provided feedback in the meeting on a situation that occurred on the day of the festival. Veronica apologized and asked that they discuss this further outside of the meeting.

- Lenia mentioned the 5th grade prices were very high. The 5th grade pricing & menu was set by the 5th grade team, not the PTO. Joanne Warburton agreed to bring this back to the 5th grade teacher coordinators, Mr Griffith and Ms Finley
- Other input during the meeting was to do more community advertising (ex: advertising at pre-schools,...)

See's Candy Drive: Forms should be coming out soon in the Wed folder. Orders are due Dec 3rd.

Officer Reports:

Treasurer: Pia Rieppo

- Budget Update: \$73k estimated to raise, \$37k current status
 - Fall festival numbers still being finalized,...current snapshot
 - Total Revenue: ~\$27k
 - Walk-a-thon was ~\$14k + \$1.4k of company funding.
 - Expenses: ~\$6.1k
 - Net income: ~21k*
 - *Portion of the income to be dis-positioned to the 5th graders (>\$2.5k) and TWBI (~\$200)
 - Friday announcements, teachers were given walk-a-thon lists to remind kids to turn in forms. Still collecting money, even though targeted deadline was Nov 3rd
 - Photography – didn't do as well as last year. Was it location? Price? Looking for feedback
 - Pumpkins ~tripled the numbers from last year

Secretary: Randi Rosen

- 2014 – 2015 budget was approved. ~1/3rd of the members voted, unanimous approval
- Congratulations to Jeanette Marin, who was voted in as the VP of Ongoing Fundraising, unanimous approval

Ongoing Fundraising Update: Veronica, (for Jeanette Marin)

- November restaurant night is at Chili's, Nov 11th & 12th ,...will include lunch up until 10pm.
- Box Tops - \$1069.30,...already reached our goal for the year
- Amazon – smile.amazon.com, shop online and small % goes to the school

Future Business

Winter Wonder Lights: Heather Bilich (Event Lead)

- Date: Friday Dec 12th
- Time: 4pm (or 5pm) – 7pm
- Small planning committee, if you want to participate please contact Heather
- We are planning to have snow again,...last year we had 2 tons of snow
- Not as big of an event as Fall festival, targeted for the community
 - Play area, tree lighting, signing (via recorded music), bake sale, hot chocolate/coffee, merchandise
- Kick off meeting planned for next week, the week of Nov 10th

Announcements:

Volunteer Opportunities to lead or support clubs,...

- Debbie Hein started volunteer Garden club, Friday lunch. Looking for volunteers to help
- Game club during lunch – Looking for volunteers to lead
- Last year there was a dance club – Looking for volunteers

Next Meeting:

Date: Dec 11th, 2014

Time: 6:30 – 8:00pm

Location: Multi-Purpose Room

Meeting Adjourned, 7:40pm

Minutes compiled by Randi Rosen, PTO Secretary