

Phoebe A Hearst Elementary School
Parent Teacher Organization

PTO Meeting
October 9, 2024
Sutter Lawn - 6pm



October 2024 Agenda & Minutes

Our Organizations Agreements: Individuals agree to be respectful of others, engage in collaboration and communication, and listen to who is speaking without interrupting.

Attendance:

Present:

President: Erica Clayton

VP: Lorry Marvin

Secretary: Nichole St.Germain

Treasurer: Anastasia Dolotov

Co Treasurer: Denea Pruner

Communications Chair : Amanda Panton

Membership Coordinator: Jen Almaguer

Fundraising Coordinator: Fonda Trimble

Hospitality Chair/Small Fundraising: Kearsten Shepherd

Charity Drive: Vanessa Waszcuk (Zoom)

Special Events Coordinator/Harvest Festival: Kerry Sokol

Enrichment Coordinator: Rebecca Frazee

Garden: Melissa Miller

MAL: Trevor Hinkley, Serra Klunk (Zoom), Jason Hechtkopf, Mariana Sandrock (Zoom), Allison Dorsey, and Melissa Pennel

Parliamentarian/Traffic: Isaac Gonzalez

Principle: Doyal Martin (Zoom)

Teacher Representative: Jeanne Chasko

Assistant /Permits: Sarah Zorn

Guest Speaker: Monica Morong

Call to Order

President called the meeting to order at 6:09pm.

- **Approval of Draft Agenda**

Lory motioned to approve the agenda. Seconded by Jen.

- **Approval of September 25th Minutes** - Motioned to approve by Kearsten. Lorry seconded the motion. Ayes carried the motion.
- **Principal Report:** Doyal Martin

Thank you for setting up the zoom option for all that could not be there. Assistant Principal Kevin starts on Monday 10/14, he will be there for morning announcements. We are working on a schedule Monday-Friday 10am-2pm.

RSP is on going, space remains unavailable.

LCFF Form -we are doing better than we have in the past - 56% percent thus far with 44% percent left to go. Please go to Parent Square to complete the form.

November 14th - Ruby Bridges walk to school day.
- **President Report:** Erica Clayton
 - **Welcome & Reflection** - Executive board got together as a group, after the election, to restate the PTO mission. The focus is on important things that support the enrichment of the school, activities, and on campus events that occur during the school day. Historically, this has not been after school activities. Focus is to put education as priority and emphasis on the community that we have to make it a better place for our kids, thank you to everyone for participating in this effort.
 - Executive board is not considering additional budgetary items at this time. Distant funds unknown until more info in our budget is set. Budget is located online and in the office, Desiree has the documents.
 - **Introduction of Members** - Members introduced themselves by name, grades and/or age of kids, role on PTO, and what their superpower would be if they could choose one. Erica called those on zoom to introduce themselves.
 - **Error on Bylaws** - Lorry moved to amend/edit section 3.1 “voting rights set forth in section 8.3 of these bylaws” to read “voting rights set forth in section 4.5 of these bylaws” and edit section 4.2 “at no time be fewer than eight (8) or no more than nineteen (19)” to read “no more than twenty one (21)”. Isaac seconded. Ayes carried the vote.
 - **PTO info/interfaces with community**

Motion requested by executive board asking for leeway to make decisions on how to get new business brought into discussion at the closed PTO meetings. We would like relevant and productive

business within PTO scope to be able to be brought to the board for discussion. Isaac stated that no motion is needed.

- **Vice President Report:** Lorry Marvin

- Overview of Parent Survey Results - Report was emailed to PTO board yesterday. Lorry started her presentation to the board.
- **PH PTO Family Survey Results Presentation for Website.pdf**
- The PTO revamp committee spent time over the summer to make the survey. Survey was sent in a google form to all Phoebe families in August and wrapped up in September. Survey was open for 6 weeks. 159 responses representing over 220 students in school with strong representation from K-6 grade.
- We represent so many families, so PTO is asked to keep the information collected in mind when making decisions as a PTO board.
- NOTE: the survey was conducted before open nominations and elections, website updates with meeting minutes, budget, PTO bylaws and other updates shared.

Results/discussion from survey:

- What is the preferred method of communication? 92% answered email.
- If aware of PTO positions available? 82% answered no. Since then, the PTO has held open nominations and elections and updated the website to include PTO org chart with roles and responsibilities, updated bylaws, budget, and all meeting agendas and minutes.
- 37% were interested in volunteering reflected 59 people, at least ten of whom were in this room. Shared with Jason and Jen so they can engage these folks and these families have been contacted and will receive notices of opportunities to volunteer.
- Asked specific skills and what would be interested in- 5 people said fundraising.
 - 4 different people said they have translation skills and would be willing to lend those to the community. Public health professionals, 2 individuals with photography skills, 1 had contacts with PTO boards.
- Expressed interest in where PTO meetings are held - committee chair and committee decides. 75% equally said hybrid or on campus.

- Individuals expressed that they would like details on how PTO is managed on the website, all things that we are now currently doing.
- Shared would like the inclusivity of others to join, PTO has and is currently working to improve.
- Ensure representation on board and committees reflect the families we represent at the school - the open election is a step in the right direction.
- How many meetings are preferred per year? Most responded 2.
- 82% said weekday meetings time @ 7/7:30pm. We do hold open, general meeting on weekday evenings but we have no physical space to hold meetings at 7 pm or later (not allowed on campus).
- What events like to see PTO organize? Most responded that they are interested in cost free events.
 - Enrichment prefers music and arts which we are already doing on campus.
 - Most liked foreign languages then stem, in that order. *(note - PTO simply supports curriculum needs decided upon by school admin)*
- Barriers to becoming involved, responses: 1) lack of time 2) lack of info to be involved 3) lack of childcare during meetings and events.
- General comments - vast majority were thank yous to those volunteering. Most common comment was PTO transparency of PTO budget where money is going, since then it has been online and at meetings. Many notes of appreciation. Request to send ad hoc volunteer opportunities or one off, no commitment which Jen and Jason send out and continue to welcome any interested in these opportunities.
- Timely meeting and event opportunities.
- Start the PTO general and back to school night with PTO introductions. Board thought this would be a good idea.
- Host a portion of the general PTO via zoom to give farther reach to be involved.
- Continue to support school staff and students, not curriculum to focus on what is in the scope for PTO.
- Bear in mind the viewpoints for decisions as a board.
- Thank you! Lorry ended the presentation.
- **Treasurer Report:** Anastasia Dolotov/Denae Pruner

Budget was posted online on the Phoebe Hearst Website. **July 2024** - PE Equipment Withdrawal \$3,262.52. **August 2024**- Phoebe Hearst Foundation Grant Deposit of \$15,000, Campus Beautification \$6K withdrawal for garden revamp. **September 2024**- not final budget since numbers will still be coming in from the Jogathon in October. Almost \$136k deposited from the Jogathon in September. We met our goal of \$135K which is very exciting! Teacher Appreciation withdrawal due to multiple lunches with the start of school and back to school night.

- **Enrichment Coordinator/Prop 28:** Becca Frazee - Prop 28 passed a few years ago \$80K funds for music and arts. Funds used for the music teacher for 1st and 2nd grade. PTO provides additional 3-6th grade funds for music. District paused funds, Clara (music program contractor) all on hold. It is district wide, agreement will be passed during a district meeting. Once passed, then can resume music classes.
- **Comms Team Report:** Amanda Panton
 - Jen rocking it with room parent monthly newsletter. Mr. Martin posts on Parent Square every wednesday which is helpful and hits all families. Social media is going well, too. Reach out if you need something to be put on social or website. Type up what needs to be said, we can help with graphics, but written details are helpful then it will be passed to social and website. Jen asked for any info to be sent that needs to go out on next month's room parent newsletter so please send it to her.
 - A member asked if we can create google groups for email for the board. Discussion was had: name not wanted to be on email list with info, blind copy can be helpful and name can be taken off if needed, member liked seeing all emails listed rather than bcc, google groups allows to get reply and can opt out to all without notifying anyone, google groups list server can view past and have admin/redundancy built in, member asked about if this is similar to google email, members liked seeing all emails listed rather than bcc, member stated board contact info is shared internally only. Conversation was tabled for discussion at another time.

- **Committee Reports:**

- **Jog-A-Thon:** Shared by proxy Trevor Hinkley -
Event is on Friday, the schedule is posted. A lot of volunteers are in place, everyone invited to come and cheer and help. Rich Hanna will do the course again this year. We are paying him this year \$750. He donated for many years prior. Total ~\$140K fundraised which is amazing! 84% of people also opted to pay the cc fees. What a great community. Swag delivered on Monday. All swag discrepancies will be handled before Friday.
- **Harvest Festival:** Kerry Sokol/Serra Klunk-
 - Serra Harvest Festival is going great. Thank you for volunteering and we will take more help. Need to figure out a way to get pumpkins for the festival at a cost that meets the budget. There was an opportunity to get pumpkins donated, but not until the 25th. Previous years did not pay permits and janitor expenses, this year permits doubled in cost in comparison to previous years and this exceeds the harvest festival budget. Also, dunk tank expenses and do not have the bounce house credit like previous year. Discussion regarding pumpkins: thoughts on doing mini pumpkins, those not favored in the past. Can we do a spin for a pumpkin option? Donated pumpkins from Trader Joe's, Grocery Outlet, Green Acres, SaveMart, but these will only donate \$25-\$50 worth of pumpkins and Green Acres is unable to donate. Discussion on how pumpkin patch is an historical activity and how to keep the festival free for families. Income is made through baked good sales and cotton candy. Plan to start the cotton candy machine earlier to alleviate overheating, a member offered a second cotton candy machine to be used to increase income. The Harvest Committee welcomed that idea. Isaac motioned to increase expenditures \$500 and income \$500. Kearsten seconded. Ayes carried motion.

○ ~~**Movie Night:** Kelly Hall/Natalie Butcher~~

- **Small Fundraising:** Kearsten Shepherd - Discussed Fall Pie sales: 4 types of pies sell to us for \$12/pie, we decide what price to sell them at which was \$20/pie last year. They bring the pies to us and we distribute them the same day. PTO raised \$900-\$1k last year. Discussed fundraising with See's Candy which can be done passively on flyer/online, we don't touch it and we get a portion of the proceeds. Only sell until Dec 6th cut off so cross over can happen. We can do both pie sales/See's Candy sales, Kearsten was open to that idea. Members suggested an option to do spring or Valentine's Day See's candy sales. We have a lot going on right now with beginning of the year events/fundraising. Members were open to doing See's Candy sales twice a year (Fall/Spring), the decision is up to the committee.
- **The Event Team:** Amanda Panton
The Event will take place on May 2nd at The Sacramento Turn Verein. Steve Buzzard will be the auctioneer.
- **Traffic Team:** Monica Morong/Isaac Gonzalez - Monica began her presentation regarding a digital sign for Phoebe. Sign will serve as a traffic slowing measure, she called David Lubin and received a ton of info regarding their digital sign. It was installed in June of 2021, 4x 6 digital display, electrical expense was \$18K, sign expense was \$18k with \$36K total cost. They received PTO approval and it took several years to raise the money.
 - Recommended double sided digital sign for Phoebe due to being located on Folsom, below 8 feet, \$23,750 cost for the sign and \$60K for the electrical due to distance from school to the grassy area near Folsom. Monica had a meeting with SCUSD, Mr. Martin, Isaac, and the city to find another power source. Approval from SMUD to tap into box on the corner, fixed rate \$95 per month based on current cost \$0 electrical expense Smud non metered so no way to measure rate, \$10-\$15k to do concrete and tie to smud electrical close to \$40k for all and wanted to bring to the PTO board. Would need a special approval request and sign off from Mr. Martin,

then 8-10 weeks to build and install 4-6 weeks to receive signatures from SCUSD. Monica continued research to come to this solution. Goal to beautify campus, awareness, communication, ease of technology, safety, and slow traffic. Member request for data. Discussion moved to another time - PTO has a backlog of budgetary asks. Merit to all asks, but at this moment, there is no budget to take on new projects. Do not want to hinder taking on asks because we want to support, but we do not have the funds to allocate additional funding at this time. Members asked why is this not a district responsibility? Phoebe will not qualify based on SCUSD schools with most need will receive the funds, not above more than what is required by law. There is a bond on the ballot right now at SCUSD and Phoebe is not on the list of schools to receive funding. Ads on sign as an option? Members commented on data to suggest the effectiveness of these signs or are traffic cameras more effective? Distill questions in written form to Monica for her to review. Conversation continued and all asks are on the table with what we are able to carry at the moment.

- Parking Lot Fence - Isaac reference to fence flyer passed with visual of fence for the parking lot. Fence to the left separates the parking lot and lane, the second fence is far right. District will not pay for it. Contractor will do it at a cost of \$9k. They are not asking PTO to pay for the fence. Traffic safety wants to pursue this and coordinate with PTO so no cross reference with fundraising. By next summer, extensions will need to be replaced. Is it safe to exit in an emergency? Answer is yes. Large cars tight for space? Designed by district approved architect and traffic planning experts. Gathered data for a year, worked with safety and district and all safety contingencies have been discussed and considered. Question about safety of the extensions - answer kids running through the extensions, jumping over and/or under. Not for vote just for discussion. Fence is on the PTO budgetary ask list.

- **Garden Team:** Mariana Sandrock
- **Teacher Report:** Jeanne Chasko

A lot of trash from intermediate kids, took pics. Mr. Goul took on 3rd grade, making sure they are picking up their trash. It is the personal responsibility of the students to clean up after themselves.

Concerned with safety and cars driving fast near 59th and near Mattone Restaurant, called 311. 2026 road redesign should help with this safety concern.

100 scholarship opportunities, 3rd grade pushing to have recognition to help with scholarships/most improved recognition for students in addition to Golden Dragon.

Adjournment: Isaac motioned to adjourn the meeting at 8:10pm. Lorry seconded. Ayes carried the vote.