

Phoebe A Hearst Elementary  
School  
Parent Teacher Organization

PTO Meeting (Closed)  
April 8, 2026  
Library - 6 pm



**Our Organizations Agreements:** Individuals agree to be respectful of others, engage in collaboration and communication, and listen to who is speaking without interrupting. Because this meeting will be short and focused, please keep dialogue on topic and brief.

**Attendance:**

Present:

President: Erica Clayton

Vice President: Lorry Marvin

Treasurer: Anastasia Dolotov

Co Treasurer: Denae Pruner

Secretary: Nichole St. Germain

Principal: Brooke Fahey

Communications: Amanda Panton

Hospitality: Kearsten Shepherd

Fundraising Coordinator - Fonda Trimble

Special Events Coordinator: Kerry Sokol

6th Grade Events: Vanessa Waszcuk

Members at Large: Rachel Connor, Allison Dorsey, Mina Tahai, and Carolyn Chu.

**Call to Order** - The President called the meeting to order at 6:12 PM.

- **Approval of Draft Agenda**

Lorry motioned to approve the draft agenda. Anastasia seconded. The motion carried unanimously.

- **Approval of March 11th Minutes**

Carolyn motioned to approve the March 11th minutes. Kearsten seconded. The motion carried unanimously.

- **President Report:** Erica Clayton

- **Welcome & Reflection** - Members were invited to reflect on the following prompts: What are you hoping will bloom in your life and

your community? What are you tending to in your life? What is your favorite flower or plant? Members shared their reflections.

- **General Updates** - There are many events happening, but the primary update is regarding Skate Night. There was a miscommunication and a shift in the calendar. The confirmed date for Skate Night is April 28th (not April 21st). Erica acknowledged the miscommunication and thanked everyone for their grace and understanding. She shared that there is a lot on the horizon and expressed excitement about the upcoming events and all the wonderful things planned for the community as the school year comes to a close, especially with the beautiful weather ahead.
- **Principal Report:** Brooke Fahey - Mrs. Fahey shared planning is already underway for next year, including new ideas that are not yet public.
  - **Expanded Learning Programs (2026–2027 Changes):** Significant changes are coming to after-school programming due to safety and space limitations.
    - The current Dragon Scholars model is not sustainable given the number of students enrolled. The program will be scaled down to ensure student safety.
    - A large number of families have expressed interest in the availability of after-school enrichment opportunities. Programs may include art (e.g., Firefly Art), LEGO club, Spanish club, robotics, and chess etc. These programs would be available to a broader student population.
    - Our goal is to serve more students overall, but we currently do not have enough space to meet the needs of all interested families. As a result, our current program model is no longer working and is being reevaluated to better meet the needs of a larger number of students.
    - To better serve more students, the school plans to expand after-school enrichment programs funded through ELOP.
    - The 4th R after-school care program will remain largely the same. This program has the ability to increase capacity and may help accommodate additional students.
  - **Discussion: Family Impact & Communication**
    - Priority for Dragon Scholars enrollment will likely include: foster and unhoused youth, kindergarten students, and siblings will not be separated. Families will be asked to

submit interest for the program, though participation is not guaranteed.

- Members discussed concerns that families may feel discouraged as many plan for Dragon Scholars as part of their after-school care. It was noted that the program is not able to safely accommodate the same number of students next year. It was further shared that 4th R has the capacity to increase enrollment, and it is not anticipated that there will be issues with access to afterschool care.
  - 4th R will continue coordinating student movement to and from enrichment programs. 4th R students will have the opportunity to participate in the after school enrichment programs.
  - Students enrolled in Dragon Scholars will have separate enrichment opportunities available within their program.
  - Members inquired whether Dragon Scholars enrollment would transition to a lottery system. In response, it was shared that enrollment processes are managed by the district and remain ongoing.
  - The importance of maintaining space and time after school for instructional support, including tutoring and family engagement, was discussed.
  - It was acknowledged that these changes may be challenging for families, especially since Dragon Scholars is currently a free program and widely utilized. The district is involved to ensure clear communication and alignment with the community.
  - The importance of maintaining ELOP funding to continue offering free after-school opportunities for the school as a whole was emphasized.
  - The school is working to provide safe after-school care and offer enrichment opportunities to as many students as possible.
- **Library Updates:**
    - A new library system will be implemented next year.
    - Library hours may be reduced due to staffing limitations. Staff is exploring volunteer-supported models, including observing other school libraries.

- The Facilities Department will assess ways to: Increase natural light in the library and add flexible furniture and student spaces (nooks, reading areas, etc.) These potential upgrades may be showcased at The Event.
    - Plans to offer 2–3 days per week where students can spend lunch in the library for: Art, playing board games, and reading. This provides additional space for students who may need a quieter or alternative environment during lunch.
  - **Multipurpose Room (MPR) Floor:**
    - A new floor was considered due to wear and patchwork repairs.
    - This was not related to asbestos, but rather the condition and durability of the previous flooring.
- **Teacher Report:** Jeanne Chasko - I am sure Rachel will report on the Spelling Bee, so I won't spoil that. We asked teachers for their input, and they have shared very positive feedback regarding field trips and the many ways the PTO supports Phoebe. I look forward to seeing you all in May!
- **Treasurer Report:** Anastasia Dolotov/Denae Pruner
  - **Financial Update & Fundraising:**
    - Fundraising is progressing, as ticket sales for The Event are now live. A full financial report will be shared by the end of the week.
  - **Budget & Spending Discussion:**
    - Prop 28 funds will be paying for art and kindergarten residencies, resulting in a net positive balance to the budget of approximately \$76,000.
    - As a nonprofit, the PTO aims to allocate funds appropriately and work toward a zero balance.
    - Members discussed the importance of committing funds to meaningful projects so families can see how funds are being used.
    - Any remaining or previously reviewed budget items should be revisited ahead of final approvals.
    - The next meeting will be brief (30 minutes) and will include voting on budget allocations.
    - **Discussion regarding the allocation of PTO funds for campus requests:**
      - **Campus Projects** - P.E. area - Asphalt is preferred due to high traffic; concrete is considered too expensive.

Turf is not recommended due to concerns about drainage and usability. Questions were raised about sprinklers and maintenance/mowing; the group noted the importance of distinguishing between district responsibilities and PTO-funded items.

- **STEM/Robotics Program Proposal:** A parent is interested in starting a robotics program at Phoebe and we would like to promote it at Science Night. Initial request: \$500 for startup supplies (computer). Discussion included: program reach, sustainability, and comparison to other funding requests. Clarified that stipends (e.g., ELOP) can fund staffing, but not equipment. *Motion made by Anastasia to increase the STEM budget by \$500 for equipment (computer); seconded by Lorry. The motion passed unanimously.* Additional discussion took place regarding the handling of program fees and whether the PTO can act as a financial holder.
  - **Sly Park:** Discussed possibly funding or subsidizing Sly Park. Estimated cost: \$250–\$300 per student (transportation not included). Charter buses may be more cost-effective than school buses, though costs vary. Consideration given to offering scholarships rather than fully funding for all students.
  - **Repainting of faded parking lot lines;** this is a district responsibility.
  - Science Night budget is sufficient; no additional funds needed.
  - **Library & Space Planning:** The library renovation is expected to be a significant expense. The idea of splitting the library space will not move forward next year. Temporary partitions in the multipurpose room are being used due to increased need for reading intervention.
- **Funding Requests Process:** Requests (e.g., STEM, campus needs) should be submitted to the PTO Treasurer email: [phptotreasurer@gmail.com](mailto:phptotreasurer@gmail.com). Requests will be compiled and reviewed over the next few weeks.

- Emphasis was placed on adhering to the established PTO framework for prioritizing financial requests:

### **A Framework for Prioritizing Financial Requests:**

- **Is it within the scope of the PTO?**
  - Campus Beautification
  - Student Enrichment
  - Accessible by all students
- **Is it financially feasible?**
  - What is the projected cost of the request?
  - What are the long term financial impacts/responsibilities of the PTO?
- **Is there admin/school site support?**
  - Is this a project that the school site/admin are invested in?
- **Recent historical investment by PTO in an attempt to create equity (dependent on our financial flexibility)**
  - If there's been a recent influx of funds in that area, keep in mind rotating the financial investment to other areas of need.
  - Is the request **Cake** or **Icing**?
- **Cake:** These are fundamental things that we can lend our support to vocally and try to work with the district, as PTO/School representatives, to accomplish our goals.
- **Icing:** These are things that we provide that fit within the framework described above.
- **Committee Reports:**
  - **Skate Night:** Allison Dorsey
    - The date has been moved to April 28th.
    - Skate Night is largely self-running.
    - Wristbands will be distributed at a table on two mornings prior to the event.
    - A volunteer sign-up will be shared, though this is typically an easy event to manage.

- Science Fair - Custom stickers, pins, and other swag have been ordered for students, all included within the event budget.
  - **The Event:** Anastasia Dolotov/Kerry Sokol
    - Kerry is continuing to support fundraising efforts but is no longer serving as co-chair.
    - As of today, 103 tickets have been sold—please help spread the word and encourage friends and community members to purchase tickets.
    - **Event Details & Logistics:** Bartending service will be provided by a Phoebe Hearst family at no cost. Wine, beverages, and alcohol are all covered. Donation items will be closing in two weeks. Members were encouraged to help by making 3–5 donation asks or outreach connections (e.g., vacation homes in Tahoe, experiences, exercise passes, etc.). Support is available for anyone who needs help securing donation items. Sign-up sheets will be sent out soon, including a dessert sign-up.
    - **Tickets:** Ticket prices will increase by \$10 on April 27 (late registration). Tickets may be available for purchase at the door if the event does not sell out. We can accommodate approximately 270 guests comfortably. Pricing increases are necessary to provide accurate headcounts to vendors and caterers.
    - **Photo Booth Discussion:** Consideration of purchasing a photo booth to use at school events (6th grade promotion, movie nights, Teacher Appreciation Week, Harvest Night, etc.). Estimated cost of what the PTO pays to rent a photo booth at each event: approximately \$500–\$600, including tip (up from about \$500 last year, including tip). Based on these costs, there is potential for the booth to pay for itself over time. Photo booth options discussed included a built-in camera setup or a simpler iPad-based version, costs vary. Ease of use and whether updates are needed were discussed; no final decision yet.
- **Garden:** Melissa Miller - The garden has started back up! Before break, we visited, made lemonade, and pulled weeds. Melissa is the best!
- **Science Night:** Kelly Hall/Sarah Zorn/Melissa Miller/Allison Dorsey

- Everything is coming together well—we're actively booking vendors and finalizing details. While the event may not be quite as large as last year, it will still be very robust and engaging.
- Robotics Club information and flyers will be available
- Sacramento State Robotics is planning to attend with the T-shirt blaster (students do not keep the t-shirts). Members discussed the idea of launching older Phoebe Hearst gear from the PTO Closet.
- Vendors, including those featuring bugs and hands-on activities, have been invited (we reached out to last year's vendors as well).
- **Science Fair** - Currently, 27 students are committed to the Science Fair. Students can still sign up, including the day of the event. Judging will take place that same day. Big rosette ribbons will be awarded.
- The library will be available for use during Science Night with adult chaperones present.
- Food trucks are confirmed.
- We will bring back the stamp passport (students carried a passport-style activity card to collect stamps at each station) from last year.
- A special thank-you to Mrs. Dewald for all the work she has put into making this amazing event happen!
- **Hospitality/Teacher Appreciation Week:** Kearsten Shepherd
  - Teacher & Staff Appreciation Week will take place during the first week of May.
  - This year's theme will be Phoebe teachers & staff are Wickedly OZ-Some!
  - Activities will include door decorating and themed events throughout the week. The PTO will continue to support its usual appreciation efforts.
  - The committee has reached out to obtain lunch and other items donated, allowing budgeted funds to be used for additional needs later in the year.
  - A pop-up coffee bar will be offered, through a local vendor, for Friday morning (approximately 7:00–9:00 a.m.). It will feature a limited menu with enough variety for teachers & staff.

- The teacher and staff gift this year will be a gift card of their choice. They will receive it through a system that allows them to select their preferred option, which will be sent directly to them.
  - Volunteers will be coordinated, in partnership with Carolyn, to ensure coverage throughout the week.
  - Efforts will be made to keep the staff room organized and cleaned daily to avoid adding extra burden on teachers.
  - Exploring the possibility of hosting the staff happy hour at Garden of the Line.
- **6th Grade Promotion & Events:** Vanessa Waszcuk/Kerry Sokol
    - 6th Grade Dance - Tuesday, June 9 from 6-8 P. Location: Under the tent on the blacktop. Theme: Dragonchella. We are looking for a local face painter for the dance - parent volunteers or older students may be available to help (service hours opportunity).
    - Promotion Ceremony - Wednesday, June 10th from 8:30–9:45 AM. Discussion to include a printed program (a keepsake from the ceremony for families) (students, speakers, teachers, consider creating via Canva. Members recommended having a volunteer for day-of coordination. Volunteer sign-up needed for chair setup. Discussion around auction items for The Event: Front row seating (8 seats), idea suggested to auction parking spots or front-of-line access due to high traffic.
    - Cabana Club Event - June 11th from 9AM-2PM. Transportation: Students do not come to school; parents drop off and pick up. Swim test is required upon arrival: Students who do not pass remain in the shallow end all day. Plan to send a flyer to families explaining swim test details. Activities available beyond swimming (e.g., volleyball, basketball, etc). Admission fees waived (member-related access). Food: Traditionally BBQ-style. Plan to organize via parent volunteers (sign-up list). Costco purchases may be reimbursed (submit receipts). Need to confirm available sporting equipment and facility use (meeting room, etc). Dress code: No dress code required; follow up with Principal Fahey due to past concerns.
    - Additional Notes: Photo booth needs to be scheduled. Lifeguards may be provided by the facility.

- Principal Fahey would like to organize an alumni walkthrough, inviting former students to return and visit the campus.
- **Nominations & Elections:** Isaac Gonzalez/Jason Hechtkopf/Carolyn Chu
  - The document at this link is the recommended path forward for the 2026 elections:  
<https://docs.google.com/document/d/15ZZpGCUfRNWcV978Y79j9u5P52uAuA-i/edit?usp=sharing&oid=111640897530562561430&rtpof=true&sd=true>
  - Timeline: Nominations open 30 days prior to the election. Nominations close April 29th (two weeks prior). Voting will take place the morning of May 13th and during the meeting (first agenda item).
  - Nominations Process: A one-page flyer will be created and sent to students/families. Flyer will include: Open positions and simple nomination process (name, child's grade, interest).
  - Voting: Method (paper vs. electronic) is still undecided. iPads were used last year; electronic voting is faster. Voting will take place in person only (not sent out in advance). Results will not be shared the same evening, regardless of method.
  - Additional Outreach: Proposed morning PTO info session/coffee (week of April 20, likely Tues/Wed). Informational only (not a candidate forum). Held before nominations close to encourage participation. Families can learn about roles and the process. Flyers and ParentSquare communication will support outreach.
  - Budget: Estimated ~\$80 for flyers. Coffee to be covered under the hospitality budget. The existing budget is sufficient; no vote needed.
  - Board Transition: Interest has been expressed for the president role. Transition will look different than last year. Ongoing support will be provided for the individual in this role.
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- A photo booth will be scheduled.
- Lifeguards will need to be coordinated and/or may be provided by the facility.
- Principal Fahey would like to organize an alumni walkthrough, inviting former students to return and visit the campus.
- **Home Run Reader:** Fonda Trimble
  - Saturday, April 25th. Game Time: 6:30pm.
  - Gates open at 5:30pm.
  - On field recognition for the top 22 readers is at 6:15pm.
  - We encourage top readers to arrive early for preparation.
  - The committee will coordinate recognition at announcements with Principal Fahey.
  - Swag/prizes will be prepared and organized.

**Additional Discussion:**

**Calendar Planning for 2026/2027:** The calendar remains in transition due to district schedule changes. Some events may need to be scheduled earlier in the year. It is Important to: Align with staff availability, lock in key vendors early (e.g.,

Steve), and maintain consistency with traditional event windows where possible. Committee co-chair shifts are expected, but early collaboration regarding the calendar should be achievable.

**Open House:** Wednesday, May 27th. Need to confirm Scholastic Book Fair. Plan for 7 days total (including setup). Review past timing/logistics. The group discussed removing tchotchkes from the fair.

**PTO Elections / Board Structure:** Discussion around current structure listing 5 “Coordinator” roles. Difficult to meet quorum with current setup. Proposal: Update roles to better reflect responsibilities. Shift terminology from “Coordinators” to “Liaisons” to reduce perceived workload. Align org chart with actual expectations and board growth. Update can be made via shared Google Doc (no formal vote required per Isaac). Goal: finalize revisions before sharing with the broader board/community.

**Closing:** Before adjournment, the President expressed appreciation for the members’ hard work and dedication to the school community.

**Adjournment** - Amanda motioned. Anastasia seconded. The meeting adjourned at 8:05pm.