

## Foothill Elementary PTO

Minutes of the Board of Directors Meeting  
September 12, 2018 at 11:00am

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### Attendees Present:

- Melanie Bauer, President
- Garret Savage, VP
- Robin Miller, Treasurer
- Christy Drury, Secretary
- Alexis Schwartz, Fundraising
- Maria Bloomfield, Community
- Nick Vanderpol, Principal
- Anna DiCorleto, Teacher Rep
- Elizabeth Martin, Teacher Rep
- Marni Kasen, Garden + Grounds
- Paula, Grandparent
- Julie, Parent (new)

The May Meeting Minutes were passed unanimously.

### **President's Report**

- Check In Day - overall positive feedback
  - Were staff photos taken? Communication next year about having them done at Check-In Day?
  - Appointments/time slots by grade for photos next year to reduce long line
  - Different snack and/or drink to be provided
- Fund the Fox
  - \$29,477.95 raised (17%)
  - Send out reminder text next week (Melanie to coordinate with Nick)
  - Send out letter in Friday folders next week 9/21/18 (Y+0)
    - Melanie to have letter printed
    - Christy + Melanie to distribute to teacher boxes Wednesday, 9/19?
  - Finish thank you letter revisions (Garret)
- Help at School
  - Almost everything up for the year, people signing up
  - Majority of teachers using it
- Give to Grow
  - Alexis + Nicole Rajpal to meet to discuss and get back to PTO
- Reminder that all communication to Office/Staff goes thru Melanie

### **Principal's Report**

- *Budget*
  - Nick is working on figuring out what the needs of the building are in collaboration with teachers and staff and PTO
  - \$54,500 was the target budget for staffing, proposal was given for approximately \$52,000 to fund the following:
    - Funds to get the TAG Tutor to 16 hours/week (12 hours already funded)
    - Funds for Health Room Para to expand coverage from bell to bell (8-2:55), but also flexing her role to support the office.

- Funds for additional KG Para hours to get it to an adequate level of support (using building FTE in AM now), Karen KE Para to help Carrie in the PM.
  - Subs for Professional Development days - 3x/year data cycle summit per UIP (first one 9/27)
- Don't currently have copy/laminating support in place - Nick expressed that it is a need and there are ways to tighten it up.
- Trying to work in a creative way to take care of all needs
- Going forward we will have a cleaner pattern/process for determining needs and resulting budget, will use SAC, etc.
- Nick + Ilce working this year to define her role + responsibilities (Nick feels she is very important and he relies on her frequently)
- Foothill Together - community + culture stuff, committee to outline vision (teacher-teacher, teacher-parent, teacher-staff, staff-parent)
- Foothill Safety - physically + emotionally safety for kids first, then learning

### **Treasurer's Report**

- Some funding requests have been made directly to the PTO
  - Floor polisher \$3500 from Almir (custodian)
  - Ipad covers \$1400 from Mr. Warshaw - there is \$400 left in Give to Grow funds
  - Need a process for these types of requests. Next steps - forward requests to Nick for his consultation with SAC?
- Capital Budget for large expense items (i.e. laminator, floor polisher, etc)
  - Does it exist at the school or district level?
  - Do we need to build it into budget going forward?

### **Teacher's Report**

- Request for copy/laminating support
- Request for transportation after Fox Hole Homework Club
  - Robin to check with Annie to determine cost and how this has been paid in the past
- Reminder to be sensitive to the cleaning crew for parts of the school used for Heritage Night (clean up crew in place, etc.)

### **Committee Reports**

#### *--Garden + Grounds Crew - Marnie Kasen*

- Do we have any feedback/ideas from teachers for Grow Foundation for lessons?
- Grow Foundation provides fall + spring lesson plans for students
- Working on a Whole Kids Garden Grant thru Whole Foods for \$2,000 to support a school garden
  - Deadline Oct. 15, find out in Spring
  - Have to use at least \$400 first year
  - Have to partner with a community partner (Grow Foundation)
  - Use it towards the fee for Grow Foundation (Robin to get exact cost to Marnie)
  - Additional project ideas
    - Compost
    - One raised planter that allows for handicap access (herbs?)
      - Marnie to reach out to Farm Tub about a donation
- How can we better secure tarp?
- Fall Garden sale
  - notice so we can publicize (Marnie to reach out to 3rd grade teachers to find out)
  - PTO to provide change bag for the sale

#### *--Spirit Wear - Melanie for Angie Cook*

- Pre-orders done

- Tote bag - working on a bag with Anthem (around \$5/each)

--*Fundraising - Alexis Schwartz*

- Get Mabel's labels fundraiser going
- Monday, Nov. 5th - Kitchen Next Door dine out
- Reach out to Fiori Gelato + Big Red F for dine outs
- Proto's Dine out in January
- Looking for a December option

--*Community - Maria Bloomfield*

- Back to School Picnic
  - 420 RSVP's
  - Plan to have 3 food trucks next year
  - Loved having teachers + food vouchers
- Meet the Parent parties - RSVP's looking good
- GL Programs
  - 44 people signed up for RRG seminar (goal is to get 100-150 people)
  - \$500 fee to be covered by \$10/person registration fee, any extra will go to scholarships for GL
- Heritage Night
  - Save the date going out this week
  - Potluck, passports, map
  - Student ambassadors from 4-5th grade
  - 4 musical/dance acts, specials participating during the week

**Other Business**

- Julie, a new parent, attended the meeting. She shared that it was very hard to navigate how to get involved at Foothill as a new family. How was she supposed to know about the PTO emails, website, Help at School, etc.?

**NEXT MEETING - WEDNESDAY, OCTOBER, 10, 2018**