

# Cabrillo PTO Meeting Minutes - DRAFT

Date: November 4, 2021



Time: 6:00pm

[ZOOM LINK](#)

Meeting ID: 816 4325 8769

Passcode: CABpto

## AGENDA ITEM

## PRESENTER

### Call to Order

President

Mr. Potter, Ms. Flores-Aikey, Ms. Devolder, Ms. Arai, Gianna Franco, Amber Porter, Ashley Larsen, Stephanie Harrington, Suzanne Lifson-Salazar, Lisa To, Mara, Liz Harrington, Karen Clark

### Introduction of Attendees

President

[STAFF SIGN UP FOR PTO MEETINGS](#)

### Time Keeper

Gianna

### Approval of Previous Meeting's Minutes

Gianna

Link to [October Minutes](#)

- All passed, with the addition of attendees.

### Principals Report:

Annie Flores-Aikey (10 min)

- We had three Halloween Parades – separated by grade due to a confirmed COVID case. Thank you everybody for the quick pivot!
- On the 28<sup>th</sup>, Cabrillo was one of three attendees who received the Read for the Record assembly.
- We had picture makeup day.
- There is no school for Veteran's Day
- Our new Counselor, Ms. Brennan, is bringing back Anti-Bullying. She said hello to the PTO. We had two assemblies addressing bullying.
- Coming out of COVID, there has been a spike in discipline needs, and we are working hard to get everybody back on track.
  - o We now have a new hire supervising yard duty so kids who want to play more vigorous sports on the upper field have more space: as a result, discipline has improved.
  - o We have an intern from the Youth Service Bureau, Mr. Lee, who will start a Lunch Bunch to play a game, read a book, etc.
- We are starting Orca Power to reward good behavior. They pick two winners per class
  - o PBIS – Positive Behavior Intervention Strategies
  - o Action Items:
    - Angelique will update board roster to include Ms. Brennan's contact information.
    - Amber will look into creating a separate line item to address mental health and wellness to support initiative and ensure Ms. Brennan has a budget.

### Teachers' Report:

(10 min)

- **Lower Grades**– Ms. Wiseman: We had a wonderful Halloween Parade. Kids were so excited, they had a great time. Thank you!
- **Upper Grade Halloween** – Bigger kids enjoyed watching the little-kid parade. Ms. Ersbard is working on a few field trips. Possibilities: Outdoor Ropes Course, Movie for Springtime, etc.
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**Meeting Norms** Everyone's point of view counts and is well-intentioned. Please allow everyone to express their point of view without interruption. Let us speak to one another with intelligence and respect . Please try to keep reports to 3 to 5 minutes.

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## Information Items

### 1. 8th Grade Activities

Don Potter (15 min)

Some Key Dates are Confirmed!

**Friday, June 3<sup>rd</sup>.** Great America Parents will need to drive.

**Tuesday, June 7<sup>th</sup>** Dinner Dance at Pedro Point Firehouse

**Wednesday June 8<sup>th</sup>** Graduation at Terra Nova HS

Committees will be needed: about 5-8 people per Committee.

Requested contribution from each family will be up to \$200.

Mara, Jenn, and some other parents are looking into fundraising options.

**Nature Bridge Trip:** This year, Nature Bridge only has available dates to Yosemite in January and February, which is less than ideal. That cost, with a bus, is roughly \$800 per student.

NatureBridge requires that *all* students be vaccinated, and requires a lot of winter gear.

Question: Should we do a trip? Reference: At this point, Vallemar and IBL are not doing a trip this year, but Ocean Shore is.

Proposed Alternate: **NatureBridge also runs a trip to Marin**, which is a lot less expensive.

Discussion: Yosemite Trip is not feasible given the high cost, equipment needs for snow, and timing.

Recommendation: Focus on a closer trip to Marin which is 5 day/4 night. Likely between \$350 to \$500 per student if parents volunteer to drive

Decision: Yosemite is prohibitively expensive for families and complicated at this time.

Next Steps: Mr. Potter will meet back with NatureBridge, and work with Jenn to possibly send out a Survey.

## Discussion Items

### 1. Food Waste

Wiseman, Beckmeyer (10min)

- There is so much food waste.

- Can we do something like a communal give-something take-something table for families and they pick up parents?

Federal Program with Free Food: child is required to get one of each category, even if they have no intention of eating it. With COVID, the perception is if somebody else touched it, it must go into the trash.

Annie can drop off, or drop off with the Pacifica Resource Center. Can we encourage the kids to take the food home? It is encouraged, but it isn't easy for the kids to take the food home.

Can we do a community donation? 4H?

**Action Item:** Annie will contact the new Program Manager for Food Services and follow up with the Cafeteria.

## Action Items

### 1. Approval for dates for upcoming fundraisers

Liz Harrington (10 Min)

**Pampered Chef** – a mom offered to do an online fundraiser, and the school would get a percentage back, which would run concurrently with the Sees fundraiser.

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Friday the 12<sup>th</sup> or Monday the 15<sup>th</sup> would be fine.

Decision: Yes, move forward, likely the first week of December.

## Officers Reports (5 minutes/report)

### 1. President

Angelique Barry

- o Attended the last PSD Event. A big issue has been field conditions with the school district.
- o Sue Beckmeyer is attending the Workforce Housing and can follow-up next month.

### 2. Treasurer

Amber Porter (15 minutes)

- a. [Profit and Loss thru 10.31.2021](#)
- b. [Budget Review thru 10.31.2021](#)

Budget Reports to highlight: We received a \$981 refund from a field trip deposit that was cancelled due to COVID.

Numbers are looking generally better than last year, and generally on-track as in past years.

Met with our CPA. We should consider incorporating as a non-profit: currently, PTO officers don't have legal protections without protections

Action Item: Add to December Agenda, as 15-20 minute agenda item.

### 3. VP Fundraising Chairs

Liz Harrington & Michelle Ryan

**Kona Ice** made about \$100 for the school, and the owner of Kona Ice really enjoyed coming to Cabrillo!

### 4. VP Lower Grade Liaisons

Jennifer Russitano

Classes are receiving notifications.

### 5. VP Upper Grade Liaisons

Stephanie Harrington

We need more space for electives.

Angelique's mom may teach Spanish, Karen Clark might teach leadership, and Suzanne may teach French.

### 6. VP Visual & Performing Arts

Vacant

- Art is continuing with Lisa Allesandro
- Two volunteers per class are now allowed for Art and Library, but we must respect the teacher's comfort-level if they prefer fewer
- We also have a new Kiln coordinator, Taylor Ryder, so teachers will be able to create things like holiday ornaments again! Clay and paints are being ordered as we speak.

### 7. VP After School Enrichment Program (ASEP)

Suzanne Lifson Salazar & Lisa To

- o Lisa will meet with Annie: with vaccines available we are looking into a fuller slate of classes in 2022!

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## Committee Reports

- |                                    |                     |
|------------------------------------|---------------------|
| 1. Communication Coordinator       | Michela Christensen |
| 2. Grant Writer                    | Orianne Delfosse    |
| 3. Education Enrichment Fund Drive | Mara Higdon         |

We have raised over \$32,000 so far!!

Mara has proposed that Board members add a photo of each board member on the website, so parents aren't donating to a faceless group of parents.

Action Item: Please submit photos to Mara.

Gianna offered to interview board members and other members of the Cabrillo community.

- |  |                |
|--|----------------|
| 4. Pacifica Education Foundation   | Emily Hennessy |
| o We've added the Living Room Plant Company and Starbread!                                     |                |
| o Lola Carrington is organizing an Underachiever's Turkey Trot PEF Fundraiser from Longboard's |                |

**Next Meeting: Thursday, December 2, 2021**

Agenda Topics due: by 6pm Tuesday (November 30) to: Cherie Chan and Gianna Franco  
[chan.cherie@gmail.com](mailto:chan.cherie@gmail.com) and [giannamfranco@gmail.com](mailto:giannamfranco@gmail.com)

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