

Cabrillo PTO Meeting Agenda. Your Voice Counts

Date: October 7, 2021



Time: 6:00pm

[ZOOM LINK](#)

Meeting ID: 820 4604 0263

Passcode: 601CAB

AGENDA ITEM

PRESENTER

Call to Order

President

Introduction of Attendees

President

[STAFF SIGN UP FOR PTO MEETINGS](#)

Time Keeper

Cherie

Approval of Previous Meetings Minutes

Cherie

Link to [September Minutes](#)

Approved

Principals Report:

Annie Flores-Aikey (10 min)

Annie was absent and sent update: All pool testing came back negative

Hello fabulous PTO –

I am sorry that I cannot be with you all this evening. I am at a terrific training around engaging with families for the benefit of our students. A small team is with me at this 5 – 8pm Zoom.

A few updates from the principal's desk:

1. Volunteers! As of October 1, we are able to (minimally) welcome volunteers back to Cabrillo. Volunteers must be fingerprinted and vaxxed. Mrs. Flores-Aikey will be the keeper of these documents. She gets fingerprint updates from the district, but please scan a copy of the vax card to her email if you'd like to volunteer. We have had a few volunteers on the yard; in the library. To volunteer in the classroom, work with that particular teacher. However, documents will still be cleared through Mrs. Flores-Aikey.

Teachers may have ONE volunteer in the classroom per day. Most are excited to welcome a volunteer, but there are a few who are not yet comfortable doing so – and that is their choice.

2. Halloween – We are still working out the Halloween plan. One school in Pacifica is not having any parade, and a few of the others are having parades only for K/1. We are deciding Friday after our PD day, which way we are going to go. Even if we just go K/1, and only invite K/1 parents, that is 120 students and very likely a large number of parents. Parents would be asked to remain masked, as it will be rather crowded. More to come as soon as it is decided.

3. You may have heard of the Tik Tok challenges. This week, Mrs. Flores-Aikey and the new counselor (Shannon Brennan) went around to all 6 – 8 th grade classes to proactively discuss that this challenge is a crime, and that it will be treated as such. We like to work proactively when we have a heads up about something...because our goal is to help students make the right decision when being confronted with peer pressure, and social media challenges.

4. All students have taken the iready assessments in both ELA and math. We will be using this as a baseline, and as a progress monitoring device since we know that during covid, students did not make a year of growth in that year's time.

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5. Today was International Walk To School Day and here are our counts:

Walkers – 99

Bikers – 30

Skateboarders – 16

Car Riders (lots are carpools!) – 323

Bus – 9

Other (scooters was named) – 14

This does not equal our total number of students, so someone has not turned in their paper yet – but we did pretty well. Hope to have more walkers next year!

Jennifer: Volunteers on campus - if you could clip this part of the note so we can send to liaisons saying this is the direction. We can send a message saying please send to your teachers so we can get alignment on if and when they are going to have volunteers and then out to the classes on how to handle volunteers.

Angelique: Lots of this is based on what teachers are comfortable with, some more so than others.

Jennifer: I will send a note telling the liaisons to contact them, but that the teachers have the ability to edit that guidance based on comfortability

Jennifer - how did they count walkers to school?

Angelique - you have to fill out a survey

Teachers' Report:

(10 min)

Ms. Wiseman- Kids are loving school, October is anti-bullying month - kids are taking a pledge against bullying, and 7th graders are doing positive messages on the blacktop, and budding up to do some mentoring. All of the teachers are doing really well and we are happy to be back in class.

Information Items

Discussion Items

1. 8th Grade Fundraising and balance of funds **Jennifer Russitano (10 min)**

Mr. Potter is working on trying to figure everything out from what Ms Dwyer had. We are trying to do everything we can and at the same time we don't have approval or what next season is going to look like.

Questions, do any funds from the previous year get moved to the next year? Does that happen?

Are there any funds? Parents are reaching out about what's happening and when do they pay for trips? Our intent is trying for Great America, dinner dance, we will have a graduation, we may or may not do the overnight trip, and not sure what else (other than the sweatshirts) is included.

Is there anything from a funding perspective that Jennifer could help Mr. Potter with now.

Mentioned banking possibility for students - something they did from the past

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Amber - no standing funds from the previous year. Everything was used last year.
\$25 collection for cap and gown was collected last year,
Angelique - There's no more banking for the 8th graders - all go to the general fund.

Jennifer - What is the amount they need to collect? And I know usually we'll try to coordinate some fundraisers.

Amber: On a normal year it was \$700 per 8th grader, \$500 for Yosemite, \$200 was for everything else.

Jennifer - I'm going to try and help Mr. Potter get the information to parents so they are not caught by surprise.. Mr. Potter is working on sweatshirts, but his information is helpful.

Stephanie - 8th graders would usually do one fundraiser a month, 8th grade typically has priority over fundraisers since it's such a large amount.

Jennifer - suggested getting together with Mr. Potter and Liz (fundraising) to meet to help him get the ball rolling for fundraising since it's Mr. Potter's first year.

8th grade- did their own thing

Liz - Upcoming Fundraisers

-Kona Ice is coming to the school - could be used for the 8th grade

- Panda Express - on the 28th

-Sees Candy is also coming

-Bundt Cake - just figuring out timing.

-Jennifer to reach out to Liz to work out a time frame and reach out for a time frame for fundraisers

Mara - Raise right fundraiser, we touched briefly on the script gift card program, you can actually have the rebate tied back to a student, and not put a lot of work on the treasurer and that money can be tied directly to that family name. If we as a PTO decide we want to give a percentage back to the student - whatever the rebate is.

Jennifer - That could be a good idea for 8th graders, and it would be great to start for the holidays. Mr. Potter is focused on sweatshirts and waiting on the art work to get back.

Mara - there is some paperwork involved since it's considered a rebate and not a donation.

Angelique - the biggest bite is usually Yosemite - I think we need to figure out if that is happening.

Jennifer - Having these numbers in our head, and want to send this information out to parents so they have a heads up, and parents are willing to help, and we can start planning accordingly.

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Stephanie - Might be worthwhile, to tell them they can make payments monthly, so they can be a little more prepared and not shocked.

Ms. Arai: Is there a date for Yosemite reserved?

Jennifer: Not 100% sure about a Yosemite date, there was some possible paperwork filed, Great America paperwork was a little easier.

Stephanie - Dinner, Graduation - those dates events should be in the works! You're going to need a team of people to help with things for the 8th grade.

2. Volunteers on Campus **Jennifer Russitano (10 min)**
- See above in Principal's Report
 - Field Trips for the classrooms

3. School Garden **Oriane Delfosse (5 min)**

I wanted to float the idea of creating a flyer, or message in the weekly newsletter to create a garden and beautification committee - to see if there is any interest from parents in helping, volunteering. That is one proposal, does that seem like an ok thing to put out to the Cabrillo community?

- Angelique - Michela would be the guru to make a flyer, and let's get it on the Facebook page and newsletter.
- Oriane is reaching out to her to run it by her, she already reached out to her about garden grants. Ms D'Amore suggested creating a team of volunteer parents, if we want to expand the garden.
- Suzanne - Loretta O'Bryan from Pacifica Gardens- extended the offer to help with garden stuff.
- Oriane - spoke with O'Bryan, we also brainstormed on being a garden manager to help - she is a great resource. Ortega has a parent who is a garden manager and is given a stipend.
- Ms. Arai - Mara is a well educated person for soil and garden. Not sure if the garden is a 6th grade thing or an everyone thing.
- Jennifer - Just as a reminder - if there is a wish list Michela can reach out to her husband who works for Home Depot
- Oriane - this is hypothetical, maybe if there was a way to poll the teachers to ask if they want a garden bed outside of their garden, what would be the logistics, etc.

Bioswale - that median with all the weeds growing out of it. A parent, Jenn Carrillo brought it up to the city to fix the landscaping. Funding for the landscaping got approved, and they sent over beautiful plans and what it's going to look like and what's needed from Cabrillo. Interpretative signage, watering twice a week are needed. Not clear on what the signage costs, but grant funds are being explored.

Ms. Beckmeyer's elective class, and Ms Stack's class, may take on watering of that area.

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Cherie - Reached out to the Pacific Beach Coalition and they encouraged us to also apply for grants. Board approved for the Committee to move forward to apply for the grant, if appropriate.

Oriane - Whale Tail Grant, through California Coastal Commission, it's a competitive grant but we are positioned well, if we could send a blurb on what our project is, and we could get feedback to see if we would be a good fit. We could work the signage into the grant, but there has to be an educational component, there is potential to make it bigger and it is a multi year grant and could fund other projects in the future.

Mara proposed including an Ethno-botanist perspective to ensure that history and science elements, including native peoples, are included.

Ms. Arai: offered to help include Social studies curriculum.

Oriane: Next steps, I'll reach out to Annie and get some guidance and I will send a blurb to the teachers in regards to the potential grant, and condense it down to see if they have some input.

Mara can help create a curriculum but not within a week and Cherie can assist with connecting to other people who can help

4. School-Wide Poster Contest

Gabi Wiseman (5min)

October is Anti-Bullying month, and spoke to Ms. Flores-Aikey about putting something together school-wide, and anti-bullying poster contest. The top three (voted on) would get a prize and be posted at the school. If Michela could do a flyer.

Angelique: Figure out how you want to break up the winners, maybe a gift card, Ms. Wiseman will figure out the voting process.

Ms. Arai - Stomp out Bullying day is October 13th, lots of teachers are working with each other to try and get something going - they used to do the door decorating contest.

Angelique - Wear Blue Day is October 13th, for the flyer to get the word out. Suggestion went out to get gift cards from local places/businesses

Action Items

Approval for dates for upcoming fundraisers

Liz Harrington (10 Min)

- Kona Ice for October 29th 1:20-3:45pm
- Annie wants it shorter so kids don't linger, if we make less than \$500 - 10% goes back to the school, if we make more than \$500 - 20 % goes back to the school.
- Panda Express fundraiser, you place your orders online or on the app, use the code, and the school gets 28% of sales, and there is no minimum.. This is on November 5th all day. Anyone can order from anywhere. It can be throughout the whole day at any Panda Express.

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- Sees Candy, two ways of doing it. Launch a virtual store online - it gets shipped directly to the customer, or the presale version, where people order from a brochure. The presale one is 30% and some bonuses, the online one is about 20% back.
- They suggested the last two weeks of November, orders in by December 3rd in order to get the items back in time
- Someone may have to be there to distribute the orders. (*Clarification: a team will be necessary to sort, group, and pack Sees Candy orders.*)
- Angelique suggested launching them both, each idea has a high percentage back.
- Liz - if the 8th grade does decide to do Candy-Gram, they sell in bulk for a good price.
- Panda will overlap with Sees a little bit.

Original Artworks is a long-standing fundraiser that does not need approval. Dates need to get finalized.

Stephanie/Jennifer: for the liaisons sake, can we get everything we need for October and November to put it in one large email and send out to all hubs, so it would go faster.

Angelique: Can we bump back Sees dates so we can have more time.

Motion for Original art works, Kona Ice and Panda Express and Sees fundraisers passes.

Brad- new registration for raffle is valid and we can do raffles again, license approved

Officers Reports (5 minutes/report)

1. President

Angelique Barry

2. Treasurer

Amber Porter (15 minutes)

- [Budget Review](#)
- [Profit and Loss](#)

Enrichment fundraising has been great -

Next month will be more exciting - when she's out of quarantine can deposit and write checks again PayPal - new charity rate has changed. 1.9 percent and a .49 cents per transaction fee. We are now on their charity database, Amber needs logo, and purpose for the Paypal giving websites they provide a link to the charity: Mara said it's done.

Field Trip and events - combine into one category - to make it more transparent.

Amber to rename line item - motion passes.

When is your drop dead date for teacher donation

Liaisons to make last call - and turn money into school for teacher appreciation funds.

Try to wrap that up for next week Official date is October 31, to turn in money - close it off a little sooner to get it Amber.

3. VP Fundraising Chairs

Liz Harrington & Michelle Ryan

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- All good

4. VP Lower Grade Liaisons

Jennifer Russitano

For teachers that are on the line, if they need help with their liaisons and to make sure the information is getting out. Touched on teacher message for volunteers

5. VP Upper Grade Liaisons

Stephanie Harrington

Upper grades that are doing electives - hopefully getting some volunteers.

Was surprised by the attention span of middle schoolers

Hopefully we can get parent volunteers.

Are electives going to follow this pattern through the next trimester?

Limited space outdoors.

Ms. Arai - Orca power and student leadership class - 7th & 8th are doing the mixed electives

Ms Beckmeyer is doing Environmental Leadership.

Something we can think about in the future. We have people who can do indoor things but we don't have indoor space while the weather is dry

Wellness team or committee, If there is someone - Ms. Arai can pass along info to help

Suzanne: is there a way we can let the community know we need elective teachers

This year was last minute getting the ok from the district

More flexibility this year with parents working from home - to fit in the schedule and time

We are so limited this year. If it can step up as well we can help to plan it.

Our District's Middle-School band teacher has moved on.

Band is part of the curriculum for 6th-8th grade. It is not an "elective", it is a class taught by faculty. The district will hire a new band teacher. .

Mark Sessler teaches music as an upper-grade elective.

6. VP Visual & Performing Arts

Vacant

Lisa - plenty of volunteers for Art - we had some questions regarding volunteers. One volunteer is the minimum. She has a schedule a tentative start date of October 25

Sanitizing - how to keep items back to back to clean with sharing materials

Annie PSD protocols about that

Good on art supplies

Some protocols - kind of an unknown -

New volunteers - Lisa is ready to go

Burlingame - sanitize to go in and out - if someone sneezes or coughs items can not be used. There are some outdoor activities, brown bags and not put back into the general supplies only shared space is the maker space.

Gabi - K-1 PE ideas and volunteer. Mr Brad can run around out there

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Questions was asked about who is contacting Annie about the volunteering, PE and ART are not a one person job - lots of prep and cleanup

Angelique will send the info and teachers to forward

Brad is working on an outdoor elective plan - some funds will be given to be used for PE and teachers

7. VP After School Enrichment Program(ASEP)

Suzanne Lifson Salazar & Lisa To

Spindrift is moving forward, Friday a remote lego class will go out, SPARK poetry is supposed to begin and they are going to use the bandroom, they needed to be directed a little bit, kids love it, spoke with Junior Chefs, they need sink and tables, they would be willing to offer classes before the holidays Book rooms for Facilitron. Hoping to offer more next year.

Having trouble downloading the PTO AP. What Ap, sounds like there may not be one anymore

The AP has expired -

There was a discussion about lack of substitutes: the reason there was no substitute to ELA was because of the shortage of subs. Would the district ever allow people who are in the process - they must have their cbas *Clarification: qualification to be a sub is to have passed the CBEST and to have a four-year degree* It would be really important to get teacher feedback - lck of subs

There are vacancies everywhere - district workers are credentialed - where are the district people that could be in the classrooms? This is just the tip of the iceberg - it's going to happen. Lack of communication, there has to be a better plan and there has to be a plan for teachers being exposed. The problem is not enough of these parents knew - it was not communicated to parents that this was not happening. Kids were sitting in the classroom on the floor in an overcrowded classroom, ELA seems like one of the easiest ones to step into. These 7th and 8th graders need to be ready for high school

Angelique - NO more presidents meeting -

Jennifer - who do you write a letter to? Address it to the superintendent and cc it to the Board of Trustees

Kiyomi - electives is something they are not being exposed to, K-8 school opportunities for junior high school different from IBL

Committee Reports

1. Communication Coordinator

Michela Christensen

2. Grant Writer

Oriane Delfosse

3. Education Enrichment Fund Drive

Mara Higdon

\$25,349 - in three weeks

Reminders will go out until the 31st

Employer checks have been coming in - not part of the total

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This is mostly from paypal and some checks
There is a donor wall - that people can post on
Ashley Larsen took pictures of what the money is being used for
We are very close to our goal - hopefully we will surpass it
Some people have donated "in honor of"
Raise Right - allows Mara to see it for processing, fine print is not sharing email address
we also have the option -
7th graders could sign up now - this might be a way of earning towards 8th grade expenses.
The banking might be good - the funds have to be used in that year
There are a few events and trips that have been grandfathered in. Having a specific use of the money might make sense. Teacher appreciation gifts - more money for PTO

4. Pacifica Education Foundation

Emily Hennessy

Next Meeting: Thursday, November 4, 2021

Agenda Topics due: by 6pm Tuesday (November 2nd) to: Cherie Chan and Gianna Franco
chan.cherie@gmail.com and giannamfranco@gmail.com

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