

Cabrillo PTO Meeting Agenda. Your Voice Counts

Date: June 2, 2022



Time: 6:00pm

Via Zoom [LINK HERE](#)

Meeting ID: 813 3565 3964

Passcode: CABPTO

AGENDA ITEM

PRESENTER

Call to Order

President

Gianna Franco, Taylor Ryder, Gianna Suter-Franco, Raul Barrera, Gianna Franco, Liz Harrington, Annie Flores-Aikey, Mara, Mrs. Wiseman, Mara Higdon, Amber Porter, Mara Higdon, Stephanie Harrington, Lisa To, Sue Beckmeyer
Guests: Sarah Hanson, Kazuki Ogawa, Kaila, Erin, Raul Barrera

Introduction of Attendees

President

Time Keeper

Gianna Franco

Approval of Previous Meeting's Minutes

Gianna Franco

[May Minutes](#) - *Angelique Barry will add attendees to May Minutes. Otherwise, Approved. Stephanie motion, all passed.*

Principals Report:

Annie Flores-Aikey (10 min)

Today: 5th Grade was Walk Through The Revolution, tomorrow 6th Graders will walk through the Ancient World. *8th Grade Graduation Practice, 3rd Graders have Pioneer Day, 8th graders will go to Great America. Tomorrow, most students except 6th and 8th grade will have Pacifica Education Foundation: Its It Ice Creams will be next week.*

Yearbooks coming out next week.

Storage Units/Move Status. 5 Storage Units are coming in at the Courtyard between the band room and the upper deck, and the other three will be somewhere else.

Teachers' Report:

Gabriella Wiseman (10 min)

Information Items:

1. Update on New Board Members!

Angelique Barry (10min)

a. Welcomes

- i. New Presidents Amber Porter and Mara Higdon
- ii. VP of Lower Grades: Kaila
- iii. VP of Upper Grades: Open
- iv. VP of After-School Enrichment: Gianna Franco

b. Recruitment

- i. Co-Treasurers
- ii. Communications Coordinators
- iii. a Co-Secretary

2. Green Team Update

Cherie (5 Min)

Thank you to the Cabrillo PTO. Last year, we accomplished so much through four school-wide cleanups and several informal work days. We removed so much trash, several dumpsters full of

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weeds, established a bioswale, and created an accessible upper entrance at the garden, while getting to know other Cabrillo families—safely outdoors—and contributing to our community.

We plan to host at least four next year. For the first one next year, we'd like to pair it with a fundraising event where kids and adults can decorate a tile that will be made into a permanent ocean-themed installation to go on the wall in courtyard between B and C wing. Next year we also want to better capture who participates, come up with more helpful projects to tackle, and conduct waste audits so we can apply for ongoing grants.

3. **Kinder Meet and Greet**

Jennifer Russitano (5 Min)

Kinder Meet and Greet is typically done the day before school: this will not be possible this year due to the facilities upgrades. The PTO would like to schedule an informal meet and greet for new parents off campus.

Annie has an email list-serve of incoming Kinders, which she will share with lower-grade VPs. Hoping we have a new lower grade coordinator who can take on and communicate back to other PTO members and get the word out. (Kaila has since been voted in)

4. Work that should be done over the summer

Jennifer Russitano (10 Min)

a. **Email system and rosters**

PTO is considering a new Communication Platform called ParentSquare: it is more expensive, but we hope it will help parents with a more streamlined use experience..

PTO board will need to determine which platform to use over the summer.

b. **Communication to liaisons**

c. **Calendar of events** - Principal will send out over the summer: PTO will need this to coordinate school-wide activities.

Discussion Items:

1. **Library budget update to the agenda.**

Ms. Beckmeyer(10 Min)

Non-Fiction books are out of date: Mrs. Beckmeyer would like to update State Books, Country Books, and Presidents Books.

Sue will send Product Cartridges to the PTO Presidents for the upcoming school year, so that the Amazon Wishlist could be updated.

2. **Fundraising**

Liz Harrington (10 min)

Food trucks were a huge success! We hope to have more of these in the future, particularly at Back to School nights, popcorn on minimum days.

3. **Summer Meetings**

Mara Higdon (10min)

- We are hoping to have 2-3 meetings over the summer to talk about next year. These will be in-person, in a parents' backyard.

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- Tentative Dates: June 23, July TBD, August 11th. Please email any current member of the board if you would like to join us. The more the merrier!

Action Items:

1. **Teacher Budget Requests** (10 min) Amber/Wiseman (5 min)
\$160 Request to supplement Classroom budget with \$160 for stem activities approved.
■ Wiseman_Fund_Request.jpg
2. **VP of After School Enrichment Programing** - Co-Chair Angelique (5min)
Will add Orienne to the Fall Ballot to make it official.
3. **Change to Bylaws** Amber (10)
 - a. Amendment to our bylaws for the process to request funds.
 - b. Currently, requests must be approved by the board prior to making an expense.
 - c. Amend to say "Exceptions will be considered on a case-to-case basis".

Will vote over email later, Mrs. Wiseman will be considered the teacher vote.

Amber will send out a version of the June, 2022 bylaws so we can update the website.

Officers Reports (5 minutes/report)

1. President Angelique Barry
Met with other PTOs. PTO presidents have asked to have a meeting over the summer.
LCAP work study sessions have started. Discussions about Basic Aid have continued.
Jefferson Union High School opened Workforce Housing.
2. Treasurer Amber & Mara(15 min)
We are working on the budget.
Note that the Liaisons will be sending reimbursement requests to the PTO.
3. VP Fundraising Chairs Liz Harrington & Michelle Ryan
Hoping to have more fun events next year!
4. VP Lower Grade Liaisons Jennifer Russitano
Has created a Google Drive and shared information.
5. VP Upper Grade Liaisons Stephanie Harrington
8th Grade will need multiple parents. They will need a large, cooperative team.
Has 8th Grade trip been reserved yet?
Should confirm if Mr. Potter is the 8th grade lead again.
6. VP Visual & Performing Arts Taylor Ryder
Met with Spindrift and Principal Flores-Aikey:
Outlined the four programs for the year:
 - K-2 Drama, Gold Dust or Bust, Famous Americans, and the Upper Grade Elective
 - We have an hourly rate and a tentative schedule.
 - Working with Keira at Spindrift on next steps.ALso considering music teaching proposals from Robert Rangel and Mark, and is looking forward to a budget meeting.

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Talent Show had been teacher-led from Mrs. Jacobs in the past, but it would be great to help make this happen next year.

7. VP After School Enrichment Program(ASEP) Suzanne Lifson Salazar & Lisa To
Are moving on, thank you for a great year! Will meet with Gianna and Orienne soon to hit the ground running.

Committee Reports

1. Parent Council Representative Kellie Samson
2. Communication Coordinator Michela Christensen
3. Grant Writer Orienne Delfosse

We found out today that we got a 5K grant from the San Mateo County Office of Sustainability! This grant will fund a "6Rs Lunchtime Learning Program" (Refuse/Rethink/Reduce/Reuse/Recycle/Rot) to be launched next September that will educate students about the proper way to sort waste (instead of dumping everything into the landfill bin). The grant will help us buy the proper materials for sorting (stainless steel bowls on each cafeteria table, extra bins for the play yard, compost bins for every classroom, a few other supplies) and will fund a "Sustainability Coordinator" to oversee the program. This person will act as a lunch monitor to train students on the proper way to sort their trash, possibly help cafeteria staff with washing the bowls, and educate staff and students on the 4Rs. We'll need to think about how to recruit/hire for this role. The grant funds someone to be on site for 2 hrs/day (4 lunch periods) @ \$18/hr for ~118 days (there are 180 total days in the school year). This role has the potential to be something bigger--could be great for a recent college grad interested in education/sustainable practices or for a parent with a flexible schedule...

We are also promising to have quarterly Green Team campus clean ups. It would be great to grow these into larger school community events next year. Something to think about over the summer.

- On June 1st, we submitted a grant to the National Oceanic and Atmospheric Association; it would mostly fund the same program. We applied for the highest amount offered -- \$4,000. This grant is to educate students about the 6Rs and the connection between our trash and ocean health. It would fund the Sustainability Coordinator lunch monitor for 30 days and a switch from single-use plastic sporks in the cafeteria to compostable sporks, along with a small amount of funding for supplies. With this grant, Ms. Beckmeyer's Earth Heroes would lead the education of younger grades on the new lunch sorting system and the harm of single-use plastics with classroom presentations, videos, and other campaigns. We'd collaborate with Pacifica Beach Coalition to do one beach or stream clean up--they'll also do a free assembly if we want. If we get the grant and meet the requirements, we become an "Ocean Guardian School" (think: banner in front of school) and can reapply for funding for 4 more years. We can grow the program to include pretty cool education or garden stuff if we want.

4. Education Enrichment Fund Drive Mara Higdon
5. Pacifica Education Foundation Emily Hennessy/Ashley Larsen

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The Donation Days were hugely successful. PEF raised over \$83K in donations, which, along with matching corporate donations, put them over their goal of \$85K. The Cabrillo community contributed \$24K, which is incredible. A BIG thank you to everyone who donated! As a reward, all Cabrillo students will receive an It's-It ice cream sandwich (or fruit bar alternative for those with dietary restrictions) tomorrow (Friday, June 3) at the end of their lunch periods. The PEF board would love for Cabrillo families to use their membership cards around town, whenever they visit PEFs 50+ business partners, to show appreciation for those businesses in supporting our schools

Next Meeting: TBD

Agenda Topics due: by 6pm Tuesday Before the Next Meeting to: Cherie Chan

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