

Friends of Farallone PTO
PO Box 370436
Montara, Ca 94037-0436

Tax ID: 94-3207340

**EXECUTIVE BOARD
2022-2023**

Angela Ekberg
Co-President

Kristi Gillis
Co-President

Joanna Scharff-Durand
Vice President

Claire Lacy
Financial Recorder

Danielle McGee
Secretary

Jen Gainza McCormick
Communications

Sara Neale McGregor
Treasurer

Amy McVicker
Principal

Rebecca Jeffs
Teacher Representative

www.fofpto.org

Attendees:

Board Members Present:

- Kristi Gillis
- Angela Ekberg
- Claire Lacey
- Joanna Durand
- Jen McCormick
- Sara Neale

Additional Attendees

Amy McVicker
Rebecca Jeffs
Cynthia DP
Meg Tabaka
Alyssa Stone
Alex Collins

Call to Order: *Angela 6:35*

Approval of Meeting Minutes – September

Angela motioned to approve; Sara seconds; approved

President's Report: *Kristi & Angela*

- Outdoor Movie Night – 10/6/23
 - Good shape for Friday
 - Open items:
 - Set up at 4 – food trucks and Beach Break
 - Concessions next to library to have access to library
 - 1 high school student signed up to volunteer and group of middle schoolers – and a mom volunteer to watch over merch table
 - Tickets for concessions
 - Will have special \$10 camper mugs and \$5 light up gloves
 - Doors open at 5:30, volunteers will also come then
 - Green Team film will run starting at 7, followed by PTO video then movie
 - \$658 in donations and food tickets raised so far, 50 people pre-registered for tickets
 - Amy will send a reminder out Thursday, hand out for Friday to students
- Holiday Bazaar Planning – 12/2/23 8:30am – 2:00pm
 - Angela is pointing people to our FOFPTO shop to book a space for Holiday Bazaar; can also drop off payment with Lucy and Sandy, or mail to our PO Box
 - We will have 20 inside
 - Scouts confirmed to make pancake breakfast

- Cattle Dog coffee will be here – will do a profit share
- Ballet dancers
- Will provide the ornaments for classes to make after Halloween
- Angela will confirm Santa to come 11-12pm
- John Lester will MC and do a performance with his students with ukulele and guitar
- Will confirm with Sherri and Jenny if Kinder and 1st will do their performance
- Whale Tail Grant
 - Max amount to apply for is \$50K; Kristi and Amy working on this
 - Path to outdoor classroom in partnership with Cabrillo Unified School District and Field trips for everyone and nature journaling kits; deadline to submit is November
 - Ronaldo is working to help with proposal
 - Path to garden to be lined with native plants
- Confirmation of 2023/2024 FOFPTO Board Members
 - Because we didn't have a meeting at the end of the 22/23 school year after the nominations for the board went out, final Board members for 23/24 school year hadn't been noted in minutes.
 - We received a total of 37 votes, and the Board Members for 2023/2024 school year are:
 - Angela Ekberg: Co-President
 - Kristi Gillis: Co-President
 - Joanna Scharff-Durand: Vice President
 - Claire Lacy: Financial Recorder
 - Danielle McGee: Secretary
 - Jen Gainza McCormick: Communications
 - Sara Neale McGregor: Treasurer

Financials: *Sara*

- Voluntary Tuition Drive
 - Raised \$62,881, goal was \$60,000
 - Includes corporate matches that were noted
 - -\$248 administrative fees
 - -\$567 PayPal admin fees
- Book Fair
 - Sold \$4,013.37, though before the book fair, Literati told us that we had to sell at least \$6,000 in order to for us to use them again
 - Because we sold less, we don't have a vendor for Spring; will evaluate other options
 - \$42 discrepancy that needs to be worked out, but after that, we will take the cash out option
 - Percentage of the cash out is not confirmed, will know by 10/15 (how much PTO made on this book fair)
- Discuss District Bills/Invoicing; possible meeting with District needed
 - District 4th quarter bill was incorrect, put us overspend for PE and Science by ~\$9K
 - Sara emailed times for a breakdown, and they sent a new invoice less \$10K, with no explanation
 - We still would like a follow up meeting to clarify how their invoicing works, requesting itemized invoices moving forward
- Follow up from 9/5 meeting: Kaia's hours to move classrooms
 - Kaia did submit hours and was paid

Principal's Report: *Amy*

- Construction Updates:
 - Groundbreaking ceremony Monday, November 13th at 9:30am; district officials and speeches for about 1 hour; kids will be brought out at the end for a school wide picture
 - PTO Board is invited, retired teachers, principals
 - Construction is on track, right on time from our understanding; company has been very accommodating
 - Phase 1 goal to be completed by the start of next school year
 - Bell system hasn't worked since the construction started – They have relocated fire alarm panel, but no updates on bell system
 - Without bell system, walkie talkies is how emergency communications would happen with each teacher
 - Discussed testing walkie talkies on an on-going basis
- Crosswalk paint in front of the school is faded; will discuss with school site council meeting
- Continent Day:
 - Discussed if we wanted to have another school-wide activity like we did last year with the drum circles.
 - Amy reached out to possible Polynesian dancers and Digeridoo players; \$450 - \$1000 from those she reached out to, whether it be mini class sessions or school-wide
 - Group would like to do both if possible, paid for by PTO; Amy is going to reach out to finalize fees and will confirm/approve via email
- Parent Teacher Compact:
 - ELG and Hatch are required to create parent/teacher compact because they are Title 1 schools – what each school setting will do to help children, and at home; recommended FV has one too, will also take to school site council, and Amy will email it to the PTO Board for feedback

Discussion Items:

- Update on Yearbook Supplement from 22/23 school year
 - On its way, ready to print; getting 54 copies and will be available for anyone to purchase
- Coffee Pop-Up: Friday, October 13th in parking lot
 - Will sell camper mugs
- Outdoor Classroom Shed and Maintenance
 - Joanna found the roof to the shed that blew off! Won't fit the chairs, but will be useful for tools
 - Thinking about emptying out the compost bins to hold the outdoor chairs
- Shakespeare play
 - Request from 3rd grade class that this come back; Amy and Kelly can discuss and explore, but likely won't come back as it used to be
- Continent Day
 - *See notes above under Principal's Report*
- Unexpected: From the yearbook sales from last year, we received a check for \$727
- We will be partnering with Ink Spell in December to receive a % of sales when customers mention our school at checkout; more details to come

Items Moved to Next Month's Agenda due to Time Constraints:

- Follow up from 9/5 meeting: Event Banners to order
- Ocean's Week
- Assemblies
- Opera

Items Needing Action:

- ✓ Approval of Meeting Minutes – September

Important Dates:

- **Goal Setting – MINIMUM DAYS:** October 2nd – October 6th
- **Outdoor Movie Night:** Friday, October 6th
- **Indigenous Peoples Day – NO SCHOOL:** Monday, October 9th
- **Kindergarten Full Day Starts:** Tuesday, October 10th
- **Halloween Parade:** Tuesday, October 31st