

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

Tax ID: 94-3207340

**EXECUTIVE BOARD
2022-2023**

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Principal

www.fofpto.org

Attendees:

Board Members Present:

- Kristi Gillis
- Angela Ekberg
- Jen McCormick
- Sara Neale
- Danielle McGee
- Claire

Additional Attendees:

Amy McVicker
Sherri Hall
Heather Lindsey
Meg Tabaka
Whitney Dewar
Alyssa

Call to Order: *Kristi at 6:36pm*

Approval of Meeting Minutes – May & August

- ✓ August approved
- May’s meeting minutes were misplaced; cannot approve or post

President’s Report: *Kristi & Angela*

- Outdoor Movie Night Planning
 - Movies kids will be voting on (after confirmation from BeachBreak): Frankenweenie, Super Mario, Elemental, Nightmare Before Christmas
 - Insurance and Permits
 - Insurance should be all set per Sara, just needs to be submitted; Angela will help Kristi with this
 - Food Trucks to be on-site:
 - Alejabreas Food Truck will be here
 - Cattle Dog Coffee to bring hot drinks
 - Will discuss profit share %
 - Plan to have them park on upper kid playground so they will be close to the movie
 - Will have lighting around playground
 - Start time 7pm, set up 4pm
 - Will ask Sheriff Activity League to provide popcorn
 - Volunteers: Middle and High School for candy/snacks/drinks
 - Donations in lieu of ticket sales
 - Will have Sign Up Genius for candy and drinks
 - We will have people sign up in advance so we know rough attendance
 - Will utilize food/drink tickets

- Voluntary Tuition Drive
 - Flyers and envelopes will be sent home this week
 - Suggested amount this year is \$400/student
 - Enrollment has gone down since last years, so we did need to increase the suggested amount this year
 - Class with largest participation will win a cupcake party
 - Angela and Whitney will be Whiskers Wednesday and will ask kiddos to hold signs in the morning to remind
 - Goal for VT this year is \$60,000
- Literati Book Fair Planning
 - Will deliver here the Friday before
 - We will have it in the library
 - Sign up genius is updated for volunteers
 - They will provide us a hot spot, ipad registers
 - Online gift cards (to be used like e-wallet)
 - We will need to reach a goal of \$6,500 to continue with them again
 - We will provide those who signed up at Back to School Night first choice for volunteer spots
 - Future Potential future book fair vendors
 - Little Feminist – local book subscription
 - Book Tree – does the book fair at all the Bright Horizon daycares
 - We still have Scholastic Points available to teachers – will note in email to teachers along with minutes

Financials: *Sara*

- Sara has checks for Claire to deposit; cash in the cash box to be deposited
- Pending district to reply to bill they had sent us end of July, because we believe they overbilled us
- We did not budget for Kaia's hours to move classrooms; Sara will look into this with Amy

Principal's Report: *Amy*

- Picture Day happened, was slow but smooth
- Site Leadership Team meeting was held today with Teachers
 - Discussed Assemblies:
 - Interested in Wild Mind assembly
 - Something aligned to one of the heritage months
 - Author Visit in person
 - Magic Show – maybe (but no ventriloquist or clowns 😊)
 - Perhaps a school-wide field trip
 - Cal Academy of Science
 - Interested to learn more about CaveSim – cost/time
 - Ocean's Week: Farallone Islands
 - Kristi has gotten the ball rolling already
 - Point Blue Conservation Group: Interested in the first 2 options that were provided
 - The Ship: interested but would like to understand what will be shown
 - Both those options are free

- Question: Options appeared to be virtual, will there be on-hands learning available?
 - Can there be something specific to learning about sharks?
- Fish and Wildlife Service: Is there a need for decoys to paint or something similar?
- Greater Farallone Association: Amy has a contact there, have used him in the past
 - Marine Science Institute (MSI)
- Will we be doing murals again?
 - Idea: have a family event one of the night of Ocean's Week to create family stepping stones out to the garden

Discussion Items:

- Assemblies - \$4,000 allocation for 23/24
 - See above feedback from Site Leadership Team Meeting
- Emails/Text messages from Amy
 - Some Emails were not being accompanied by texts like they had in the past
 - This issue has been resolved, and those opted in should be getting both
- First Coffee Pop-up: Friday, September 8th in parking lot
 - PTO paying for teachers/staff, open to parents/guardians during drop off
 - We can sell camper mugs
 - We will ask if anyone would like to purchase a staff drink
- Follow up from 8/22 Meeting: Event Banners to order
 - Yes/No if we would like these banners; prices range from \$40-\$75; stretchy tablecloths: \$116-\$150 – will keep general without dates/times, etc.
 - FV Outdoor Movie Night “this Weekend” - Yes
 - FV Book Fair “This Week” – Yes
 - Continent Day – No
 - Oceans Week – Yes
 - Holiday Bazaar – Yes
 - *Side note: sell Holiday Bazaar stickers with year with new logo
 - Sail signs: FV to use at events – Yes
 - March Reading Madness – Yes
 - Auction – Yes
 - Talent Show – Yes
 - Teacher Appreciation Week – Yes
 - Angela will get estimate before purchasing

Items Needing Action:

- Approval of Meeting Minutes – May & August
 - ✓ August Approved
 - May's meeting minutes were misplaced; cannot approve or post
- ✓ Yearbook Supplement from 22/23 school year
 - Will include 2 collages, Ocean's Week, Kinder Play, Full class for Kinder and Third grade class pictures, as some students were missing in the yearbook
 - Flat \$50 + \$3.75 per insert

- ✓ Approved – PTO will fund and provide to all Kinder and Third grade families, offer to all other students with deadline to order through PTO website
- ✓ Zoom Account - \$15.99/month – keep or cancel?
 - We needed during Covid, used for PTO Alliance Meetings
 - Sara votes to cancel – all agree
 - El Granada has a program they use for birthday banners, \$15/month, will look into it

Important Dates:

- **Voluntary Tuition:** September 6th – September 20th
- **Book Fair:** September 25th – 27th
- **Book Fair Family Night:** Tuesday, September 26th
- **Goal Setting – MINIMUM DAYS:** October 2nd – October 6th