

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

Tax ID: 94-3207340

**EXECUTIVE BOARD**  
**2021-2022**

**Kelly Hoffman-Davis**  
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*Vice President*

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**Kaia Lindberg**  
*Teacher*

**Amy McVicker**  
*Principal*

[www.fofpto.org](http://www.fofpto.org)

Attendees	<p>Board Members Present:</p> <ul style="list-style-type: none"> <li>• Angela Ekberg</li> <li>• Kelly Hoffman-Davis</li> <li>• Kristi Gillis</li> <li>• Virma Dorio</li> <li>• Sara Neale McGregor</li> <li>• Danielle McGee</li> <li>• Amy McVicker</li> </ul> <p>Additional Attendees:</p> <p>Allison Bunch        Kaitlyn Koron        Nina Andersen        Julie Brookman        Cynthia Di Pietro        Kyle Ekberg</p>
Call to Order	Angela – call to order
Approval of Meeting Minutes	<ul style="list-style-type: none"> <li>• May minutes approval – Sara motion to approve, Angela second</li> <li>• August minutes approval – Angela motion to approve, Sara second</li> </ul>
<p>President’s Report</p> <p style="text-align: right;"><i>Angela</i></p>	<ul style="list-style-type: none"> <li>• Back to School Night debrief           <ul style="list-style-type: none"> <li>○ Overall feedback: went week, efficient and well received</li> <li>○ Perhaps if not in person next year, space out all grades for multiple students as much as possible</li> </ul> </li> <li>• Voluntary Tuition launched this week           <ul style="list-style-type: none"> <li>○ 3 donations have been received</li> </ul> </li> <li>• Enrichment program updates           <ul style="list-style-type: none"> <li>○ All classes have started; PE, Science, Music/PA once per week, Art once every 3 weeks per class</li> </ul> </li> <li>• Schoolwide field trip clean up September 17<sup>th</sup> <ul style="list-style-type: none"> <li>○ Each class doing different area of clean up, will need volunteers; parents can notify teachers</li> </ul> </li> </ul>

letting them know they can chaperone (2 parents per class)

- Birthday Banners: Virma posted on Facebook and 16 have been purchased! We have now made back the money for the sign and letters
  - Danielle is going to re-paint the sign
  - Working with the district to get new plexiglass
  - May put a lock on it now because we have letters
- Merchandise sales have been great, sales every day; thinking we can add a new item, maybe beanies
- PTO bank account holders were transitioned to new PTO leadership this week
- Continent Day: thinking through how we can have this while following 4 pillars. Ideas from the group:
  - Outdoors with tents/easy-ups that can be decorated
  - Decorate classrooms as we have in the past, and have rotating schedule where classes move class to class; more organized, avoiding chaos
  - kids only eat the food from their class/continents outside
  - Need to collaborate with the teachers
  - Can it be more educational for the students?
  - Would we have enough parent volunteers/would 2 parent volunteers be sufficient?
  - Theoretically we could have more parent volunteers in the class to help set up when kids aren't on campus, but still limited gatherings
  - Perhaps doesn't need to be over the top; kids just need to be reminded of what school was like; kids artwork could be the décor
  - Team still comfortable having this in November

<p>Committee Reports</p>	<ul style="list-style-type: none"> <li>• Voluntary Tuition (Sept. 1-8)           <ul style="list-style-type: none"> <li>○ We have received 3 donations</li> <li>○ Not all students have been sent home with the information/envelopes. Amy will send a reminder to the teachers</li> </ul> </li> <li>• Scholastic Book Fair (Sept. 27 – Oct 1)           <ul style="list-style-type: none"> <li>○ Hours: ~7:45-2:30; early dismissal all week</li> <li>○ Kids will have preview on 9/24 so they can note their wish list</li> <li>○ Will be in the MU, agreed on 40 kids at a time;</li> <li>○ Will need volunteers, 5 per shift. Will send out a sign up genius</li> <li>○ Planning a family night (2 hours)</li> <li>○ Will be pushing for e-wallet (parents can put money towards child’s account so they don’t have to bring cash to school.</li> <li>○ Virma will look into possibility to donate to kids that may not be able to buy a book</li> </ul> </li> <li>• Move-A-Thon Nov 29 – Dec 3           <ul style="list-style-type: none"> <li>○ Getting through voluntary tuition first, then will begin planning; looking at hybrid (at school and at home so kids can do activities outside of school they enjoy)</li> </ul> </li> <li>• Auction Feb. 5           <ul style="list-style-type: none"> <li>○ Will start planning/talking about this in October</li> </ul> </li> </ul>
<p>Board Member Reports</p>	
<p>Financials</p> <p style="text-align: right;"><i>Sara</i></p>	<ul style="list-style-type: none"> <li>• Haven’t had much movement since last meeting; +\$1,700 received so far from VT, +\$1,071.97 Farm Fresh to You</li> <li>• Enrichment teachers were historically paid in lump sum, but this year/moving forward will pay monthly</li> <li>• Any expenses made on PTO credit cards, forward receipts to Sara</li> <li>• Education.com \$119 reoccurring fee (think annually); will look into what this is</li> </ul>

<p>Principal's Report</p> <p>Amy</p>	<ul style="list-style-type: none"> <li>• Back to School night: good to hear good feedback, will look to stagger more next year</li> <li>• Has been a positive start to the school year</li> <li>• Picture day coming up</li> <li>• Conferences coming up, will likely be via zoom, but will see what the end of the month looks like</li> <li>• Have been a few concerns from parents regarding vaccination status of staff; vast majority of staff have been vaccinated, and school is following the guidance to verify vaccination status for staff; if not vaccinated, will need to do weekly testing; confident we are doing all we can to minimize exposure</li> <li>• Hazel Health:             <ul style="list-style-type: none"> <li>○ Working with Hazel Health to make sure we keep students home if they are feeling ill, what the next steps should be, and when to return to campus</li> <li>○ We will be partnering with HH in another way: programs for HH at school, to offer guidance in the office</li> <li>○ Also working with district on potential reoccurring/on-going student testing;</li> </ul> </li> </ul>
<p>Items Needing Action</p>	<ul style="list-style-type: none"> <li>✓ May minutes approved</li> <li>✓ August minutes approved</li> </ul>
<p>Discussion Items</p>	
<p>Open Comment</p>	
<p>Important Dates</p>	<p><b>Voluntary Tuition:</b> September 1-8<sup>th</sup></p> <p><b>Labor Day – No School:</b> Monday, September 6<sup>th</sup></p> <p><b>Goal Setting – Min Days:</b> September 27<sup>th</sup> – October 1<sup>st</sup></p> <p><b>Kindergarten Full Days Start:</b> Monday, October 4<sup>th</sup></p> <p><b>Indigenous Peoples Day – No School:</b> Monday, October 11<sup>th</sup></p> <p><b>Halloween Parade:</b> Friday, October 29<sup>th</sup></p>