

Elliott Ranch Elementary School Parent/Teacher Organization (PTO) Minutes for July 2016

Date: July 28, 2016

Time: 5:30 PM

Place: Stonelake Clubhouse

Executive Board Meeting

Presiding Officer: Meeting to order by: Azita Rasulzad

Number of members in attendance: 14 (See attendance log for names)

1. **Guest Speaker(s):** Elyse Chadwick, Safe Routes to School Coordinator, EGUSD
 - Topic:** "Safe Routes to School" Program (Active4Me & Walking School Bus Program)
 - EGUSD has grant money available to implement a "Safe Route to School" program at Elliott Ranch (ER). The Safe Routes to School" has many benefits to the school (promote physical activity, as well as reduces traffic congestion around the school campus). The two programs listed below have seen success at Marion Mix Elementary School. Those programs are:
 - **Active4Me** – a system where each student would be given a specific card with a barcode in order to be "scanned" into school. It is not a GPS tracker, rather it simply records when the student has arrived at school on each day the barcode is scanned.
 - Initial cost to ER: \$0 (Start up fee of \$500 is provided by EGUSD's grant). Future annual costs of \$500 (paid by ER) would be necessary for replacement cards and/or scanners.
 - Requires a parent coordinator to manage the program.
 - Parent volunteers will scan the student's barcode on days ER is tracking.
 - Parents/students must "opt in" to participate in this program.
 - Parents of those students who enroll in the Active4Me will receive a text message on the "scan days" to notify them their student has arrived on campus.
 - ER can incentivize the students who "rack up" the most scanned miles walked/biked to school (non-driving).
 - **Walking School Bus** – a group of families in the neighborhood follow prescribed walking routes to school with "stops" where parents will "pick up" the students and walk them to school.
 - ER can request these parent volunteer walkers be screened like all other school volunteers (finger-printed, background check, etc.).
 - Requires a parent coordinator to manage the program. This can be combined with the Active4Me parent coordinator role.
 - EGUSD will supply reflective vests for parent walkers to wear on route.

- Elyse will provide a scatter gram to help in identifying the best “bus stops” around Stonelake neighborhood.
2. **Minutes from Previous Meeting accepted:** N/A
 3. **Teacher Rep:** NONE – Brian MacNeill is still working on recruiting a teacher rep.
 4. **Principal’s Report:** Brian MacNeill
 - **Search for New Vice Principal**
 - Tracey Panuschka has accepted the Principal position at Marion Mix Elementary School. Princetta Perkins (retired Principal) will act as a temporary vice principal at ER to assist during the search for Ms. Panuschka’s replacement.
 - **New Reading Program**
 - ER teachers and staff are busy preparing for the new reading program beginning this school year. This program surpasses our former Open Core reading program by far (think of a driving a Tesla vs. driving a Pinto).
 - Components are all online.
 - New program has an English Learner Development (ELD) component.
 - New program is aligned with Common Core requirements.
 - **School Book Fairs**
 - Miwa Kimura, ER Librarian, is searching for a parent volunteer to take the lead in managing the school book fair in October and May. She will still play an active role during the school hours, but the parent volunteer is needed for all preparation and hours open in the evening after school hours. Brian MacNeill will get a more details on what will be required of the parent coordinator.
 - **November Ballot**
 - EGUSD has a bond measure to assist with maintenance costs on the November ballot.
 - A Facilities Master Plan has been published by the district to identify the 10-year breakdown of monies that will be paid to EGUSD schools and for what specific purpose (e.g., improvements on structural, mechanical, safety & security, interior, exterior, etc.)
 - EGUSD is mailing out letters to all parents in the entire district to educate them on the ballot measure and the benefits to EGUSD schools.
 - Brian MacNeill will also email out the EGUSD letter to ER parents.
 - More details on the bond measure and the Facilities Master Plan (FMP) can be found online at <http://www.egusd.net> or by calling (916) 686-7711 (ask for Robert Pierce).
 - **Rebuilding of ER Track**
 - Brian MacNeill is working with the district to get another approved contractor that will better meet the needs to ER.
 - We will wait until after the APEX Fun Run to see how much money will be raised to assist.
5. **Budget Update:** Stephanie Brannen

Update: Draft of 2016/17 budget was distributed but not discussed at length.

6. **Committee:** ICE CREAM SOCIAL **Chair(s):** Siara and Randy Andrews
Date Scheduled: Friday, August 19, 2016
 - Concern was addressed regarding “over doing” the sundaes for this year’s ice cream social.
 - The idea was to replace sundaes with ice cream cups was discussed due to the significant amount of leftovers and waste.
 - Azita will email PTO members a sign up sheet to volunteer to help at the event.
 - Outcome: Keep current and stay within budget of \$600, possibly by reducing the amount of toppings available for attendees.

7. **Committee:** APEX FUN RUN (ROCKET RUN) **Chair(s):** Denise Herman/Stephanie Ramsey
 - APEX wants to schedule Fun Run on Thursday, October 13, 2016
 - Festivities kick off with a rally on October 4, 2016.
 - October 13th conflicts with kindergarten teachers being OFF CAMPUS.
 - ER is requesting to move the Fun Run to Friday, October 14, 2016.
 - If Fun Run date changes, then kick off date will be adjusted, as well.
 - Parent volunteers needed to mark off students’ shirts.
 - Parent volunteers needed to help count money raised after the Fun Run.
 - ER PTO would still include the fun spirit-wear for the Fun Run.
 - Communication will include funds raised will help ER build a new track.

8. **Committee:** WRAPPING PAPER **Chair(s):** (still learning names...Sorry!)
Wrapping paper sales will commence in late October. Deliveries will be made after Thanksgiving break.

9. **Committee:** Z-BEST BOOKS **Chair(s):** (still learning names...Sorry!)
Sales to begin in August.

10. **Committee:** BREAKFAST W/ SANTA **Chair(s):** Adriana T. / Yahajira B.
Date Scheduled: December 9, 2016
Budget of \$500 confirmed. Need to ensure we remind the doughnut store about the discount they provide to ER for our event.

11. **Committee:** GARDEN PROJECT **Chair(s):** Adriana T. / Yahajira B.
We have great garden keepers this year. New bark was added. Coordinator was able to use last year’s money to get new bark. She will need a recycle storage for the water bottles.

12. **Committee:** MEMBERSHIP: **Chair(s):** Lily Lee
PTO decided to have another membership board in the MP Room. Theme will be “Running to 100% Membership.” Donations link is live on the PTO website and the ER app. Budget of \$600 was sufficient. PTO will have a table at Back To School Night to solicit parents and educate parents on what PTO provides to the school. It was decided that we will award movie tickets to those families who pay a certain level of membership dues. Mari Rosales agreed to coordinate the movie dates in November 2016.

13. **Committee:** HARVEST DANCE **Chair(s):** Elena Honeycutt/Mary Victoria
Date Scheduled: October 21, 2016
14. **Committee:** ROCKET READ **Chair(s):** Melanie/Jeanne
Date: Spring 2017 (usually surrounding Dr. Seuss' birthday). Durita will again donate the "big prize" this year.
15. **Committee:** BOX TOPS **Chair:** Sandra Harder
There was some concern regarding students being removed from class being negatively impacted their education. It was decided to give the winning classes (one class per grade) some special event (TBD at a later time) to reward them for collecting the most box tops. This would be in late May 2017.
16. **Committee:** ER EATS OUT **Chair(s):** VACANT
Update: NONE
17. **Committee:** NIGHT GOLF **Chair(s):** Ed Castro
Update: NONE
18. **Committee:** PUBLIC RELATIONS **Chair:** Sandra Harder
Still getting up and running.
19. **Committee:** WEBMASTER **Chair:** Jamson Wu
Any PTO members that need access to their special PTO email must email Jamson to get the password reset.
20. **Committee:** MOVIE NIGHT **Chair(s):** Mari Rosales
Mari will engage the help of PTO to assist with the movies and ticket preparation.
21. **Committee:** STAFF APPRECIATION **Chair(s):** (still learning names...Sorry!)
Update: NONE
22. **Committee:** ESCRIP/SOMETHING EXTRA **Chair(s):** Stephanie Brennan
Update: No Update.
23. **Committee:** SPRING FLING **Chair(s):** Geneva DeVille
Update: NONE
24. **Committee:** YEARBOOK **Chair(s):** Sonia Diwa
Update: None
25. **Committee:** AUDITOR **Chair(s):** Aileen Wong
Email received Thursday, August 4, 2016 stating ER PTO now has a new auditor, Aileen Wong.

Time Meeting Adjourned: 7:20 p.m.

Minutes Prepared by: Anna Scaife

ER PTO Secretary

Date: August 4, 2016