




## PTO MEETING AGENDA

September 6, 2022 | 7:00 PM

In Person in the Library | Online via [Zoom Link](#)

1. Welcome & Introductions (5 min)
2. Quick PTO Overview (5 min)
3. Programs Update (5 min)
4. Fundraising Update (5 min)
5. Upcoming Events (15 min)
6. Volunteer Opportunities (15 min)
7. Budget Discussion & Vote (20 min)
8. Q & A

### **Welcome and Introductions - Ali Oldford**

- The PTO meeting started at 7:04 pm in the library and virtually via Zoom
- Welcome to the first meeting of the year. Excited to start the school year.
- Slides for the evening:  20220906 PTO Meeting Presentation

### **Programs Update**

- Programs already in progress: PE (2x per week), STEAM with Ms. Kwa, Character Strong (SEL)
- Starting Soon:
  - After-school enrichment (<https://roycloudpto.com/after-school-enrichment/>)
  - Art with Ms. Atreyee

- Garden with Ms. Isabel (who is new to our school this year)
- K-2nd Music with James Henry (who we had before COVID and is back)
- 3-8th Science with Ms. Esther, with professional scientist guest speakers
- TBD:
  - 3-5th music is not filled for this year and we are looking for a program
  - 6-8th language – there has been an ongoing conversation about bringing this to Roy Cloud

### **Fundraising Update - Tanya Bachniak**

- Fundraising letters have gone out in the mail
- Campaign officially runs from now through Oct 31. We will take money after that time, but we're trying to meet our goals by that date so that we can fund what we need for the year.
- Last year we had a 45% participation rate, which is the highest we've had in a while. But we hope to do even better this year. Please encourage everyone you speak with to donate.
- We get about 25% of funding via corporate matching. If you're not sure whether your company matches, the [website](#) has a widget that tells you if they do.
- Everyone who donates gets an awesome magnet, which is the main reason to donate.
- At \$55k so far. Annual goal is \$300k, which has been raised from previous years due to rising costs.
- Recommended amount is \$700/student. We understand that's not possible for all families, so any amount is appreciated and we hope for as much participation as possible no matter the level.

### **Upcoming Events - Ali Oldford**

- Scholastic Book Fair: Oct 17-20
  - Marisa and Nichole coordinating
  - It coincides with Fall Fest this year
  - Volunteers welcome, and it's very fun to donate because you get to see the cute kids excitedly lining up with their money to buy books
- Fall Fest: Oct 20
  - 8th Grade BBQ Fundraiser. This is how they fund their graduation activities for the year. People can prepurchase tickets for the evening.
  - Book Fair (see above)
  - Festival Fun - details TBD, coming soon
    - If you have ideas for this event, please contact the committee ([info@roycloudpto.com](mailto:info@roycloudpto.com))
- Family Dance: TBD winter
- Auction & Dinner Dance
  - Ashley and Taylor coordinating
  - Booked for March 11, 2023 at Hiller Aviation Museum
  - We have a theme, but it's secret and will be announced soon
  - Anyone who's interested in helping should please contact [info@roycloudpto.com](mailto:info@roycloudpto.com); there is plenty to do.
  - This is our biggest fundraising event of the year.
- Spring Play: March 31-April 2
  - Rehearsals start in the winter
  - More info to come as we get closer
- Family Fest: April 22
  - This is on Saturday, which hopefully makes it easier to participate for those who can't make it on campus during the week
  - Science Saturday
  - Art Show
  - Used Book Sale

- Used Book Sale: April 22-25
- Jogathon: TBD spring
  - Fun fundraiser and active event for the kids
- Field of Dreams Campout: TBD Spring
  - Run by Dads' Club
  - Camping out on the field on campus

### **Volunteer Opportunities - Ali Oldford**

- Key roles we haven't filled yet this year:
  - Corporate matching coordinator – supporting Tanya as fundraising coordinator. All online, flexible, can be done with sporadic work here and there whenever you have time.
  - PE Task Force – committee will work with the school administration to evaluate alternatives to LeGarza because their fees have become untenable.
  - Hospitality Helper – Assisting our Hospitality Coordinator with teacher appreciation activities and fun community events. These are all covered by the PTO budget.
  - After-School Enrichment Co-Coordinator – shadow our long-term lead this year with the goal of taking over as lead next year.
  - New Family Liaison – we already have a Kindergarten liaison, but this is for families who are new to the school coming in at other grades or mid-year who often find it difficult to find information.
  - 1st Day School Supplies Coordinator – coordinate program for pre-ordering school supplies for '23-24. This would involve some coordination towards the end of this school year.
- Other ways to volunteer:
  - Join a committee: Auction Committee (see below) and Jogathon Committee
  - Sign up for a shift to help out at events such as the book fair, Fall Fest, Art Show, etc.
  - Team up with Dads' Club
  - Volunteer in your classroom.
  - Help with yard supervision and crossing guard
  - Remember to get [volunteer clearance](#) from the school district if you want to volunteer on campus.
- Auction Committee:
  - Lots of volunteer opportunities – it's a huge effort.
  - Please reach out to [auction@roycloudpto.com](mailto:auction@roycloudpto.com)
- If anyone's interested, please reach out to [info@roycloudpto.com](mailto:info@roycloudpto.com)
- Questions:
  - Are you looking for more event ideas? We'd love to hear ideas from people who are passionate, especially if they're eager to run the event. Email [info@roycloudpto.com](mailto:info@roycloudpto.com).
  - What are the types of volunteer clearance and the different levels? Is it still based on where you're volunteering?
    - The district has [clear guidelines](#) for the different levels (e.g. crossing guards are level 1, and chaperoning on a field trip is a higher level)
    - This information has been sent out in the Cloud Chronicle (weekly emails from Principle Bowdoin) and more information will continue to come out in the chronicle, so please look out for those.
  - Is the TB test still required?
    - Only a TB clearance is required, not necessarily a test. Check district forms.
  - Will the PTO reimburse for LiveScan if parents are willing to give their time?
    - We do have money set aside for scholarships. If you're able to afford it, we ask that parents pay for it themselves, but if needed, please reach out to the school administration or [info@roycloudpto.com](mailto:info@roycloudpto.com) if there's a hardship and you need help paying.

## Budget Updates - Leanna Staben

- Before we go into a school year, we vote on the budget at the end of the previous year. We approved a budget for '22-'23 in the spring, but of course things change, so we need to vote on some proposed changes.
- Proposed changes:
  - Direct donations goal: increase from \$250k -> \$275k
    - This is because we have to pay more to vendors due to inflation and COVID
    - Note that we're actually aiming for \$300k, but budgeting \$275k
  - PTO grants: increase from \$15k -> \$20k
    - This doesn't actually cover field trips (even though that's listed in the line item on the budget), since those are being covered by site council
  - CSMA (Art Program K-8): increase \$32,100 -> \$34,800
  - Fund-a-Need 2019 (SEL): \$18,000 -> \$18,959
    - This is a fund from the 2019 auction that we can only allocate to SEL. This amount is simply the updated calculation of the amount remaining in that fund; it's not a change in any proposed spending, since no matter what we need to spend it on SEL.
  - Language Program (middle school only): \$0 -> \$15k
  - Music Enrichment: \$25k-\$40k
    - Trying to find a program to bring music to 3rd-5th grade, and this increase would cover that
  - Teacher & Staff Stipends: \$15k -> \$18k
    - We hope this will be used more since we have new staff
  - Family Fun Nights: \$0 -> \$7k
    - We didn't have this before, and we have multiple of these events this year.
  - Staff Appreciation/Hospitality/Spirit Items: \$10k -> \$15k
    - Want to bring back the fun this year, so we're increasing the funding
  - Total Expenses: \$554,572 -> \$608,231
    - This increase is the total of the above increases
  - Carry-over and Balance on Hand:
    - These are administrative calculations that need to be in the budget for it to be balanced
    - The balance on hand increase is because we had planned to raise/spend a certain amount near the end of last year, but fortunately raised more than expected and all of this happened at the end of the year (e.g. Jogathon), so that's why this has changed since the last vote in May
- Motion to approve budget: Leanna makes the motion, Bridget seconds
  - Unanimous approval (~20 people in person, and on Zoom there are 18 yes, 0 no's)

## Measure S - Ali Oldford

- Measure S will be on the ballot this November to fund infrastructure improvements with the Redwood City School District
- This money is going to support infrastructure and enhancements within the district and for every school including Roy Cloud (and \$22m in funding for Roy Cloud specifically)
  - This includes two-story 12 classroom building with STEAM, outdoor learning quads, play spaces, and PE modernization
- Roy Cloud's PTO is endorsing Measure S
- Measure S campaign website is <https://www.yesonsforrcsd.org/>

## Q&A

- Concerned about heat and the lack of shade. Is there anything we can do to provide more shade or help with rooms without A/C?

- This is a district and even state issue, and of course is not just specific to our school. The PTO is usually involved more on the event side of things rather than infrastructure which is the district's responsibility.
- That being said, if there are passionate parents who want to drive an effort, the PTO wants to support them.
- Also, if for example a teacher's fan breaks, we have teacher stipends to help pay.
- The school is trying to use spaces like the MUB as alternatives for lunch when it's extremely hot in classrooms.
- Are things like planting trees considered infrastructure or could the PTO be involved?
  - A couple years ago the 8th grade class funded some tree planting, and there have been partnerships with the district to get things like this done. If someone wants to drive an initiative, the PTO could potentially support.
  - Maybe we could partner with Climate Corps which does garden science.
- Comment: there should definitely be a crossing guard every day, and there isn't always one on Jefferson, so please volunteer to help if possible.
  - Even taking one shift would be helpful.
  - The front office has a spreadsheet to track this. Meanwhile the administration is working on a permanent solution, but volunteers are extremely helpful in the meantime.
  - The Fred Rogers Institute says that even those 5 minutes per day of support can have a positive influence on children.

#### **Adjourn Meeting - Ali Oldford**

- Meeting adjourns at 8:13pm because the power has gone out