



Welcome Back!
September 1, 2026



Agenda

Welcome & Introductions – PTO Overview	5 min
Fundraising Update	5 min
Programs Update	2 min
Guest Speaker: Each Green Corner	10 min
Upcoming Events & Activities	2 min
Volunteer Opportunities	2 min
Treasurer – Budget Discussion	10 min
Discussion with the Principal	10 min
Q & A	5 min

Meet Our Officers

Treasurer
Leanna Staben



Secretary
Kali Quinlan



Parliamentarian
Christina Kennedy



Communications
Allison Yates



President
Julie Costello



Vice President
Kelsey Chambers



Fundraising
Erin Levins



Programs
Kayla Gupta



Student Enrichment & Learning

Providing hands-on opportunities that enrich every child's daily school experience.



Art & Music



Science



Garden



Theater



Social Emotional



Classroom and Staff Support

Directly equipping our teachers and school with vital tools, technology, and community events.



Direct Teacher Grants



Field Trips & Bus Transport



Community Events



Tech & Classroom Equipment



Library & Counseling



Staff Appreciation



YOU make all this possible!



No paperwork, no membership dues, no pressure...

EVERYONE IS A PTO MEMBER

PTO Meetings and Cadence

Upcoming Meeting Dates

Join us on the following Tuesdays:

- September 1, 2026
- November 10, 2026
- January 12, 2027
- March 2, 2027
- May 4, 2027

Members

Bi-monthly

Tuesdays, 7:00 PM

Roy Cloud
Library

Officers

Bi-monthly

Meeting cadence

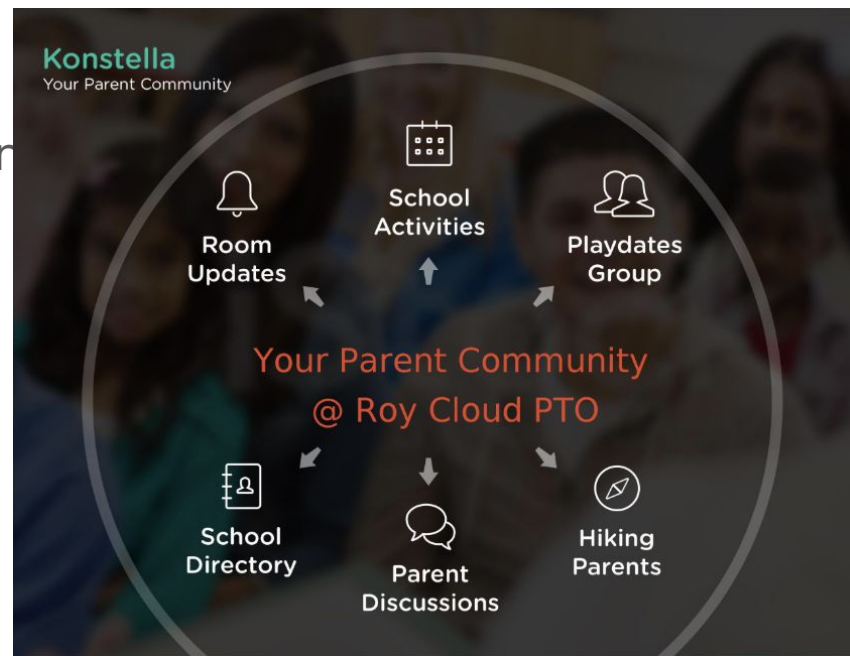
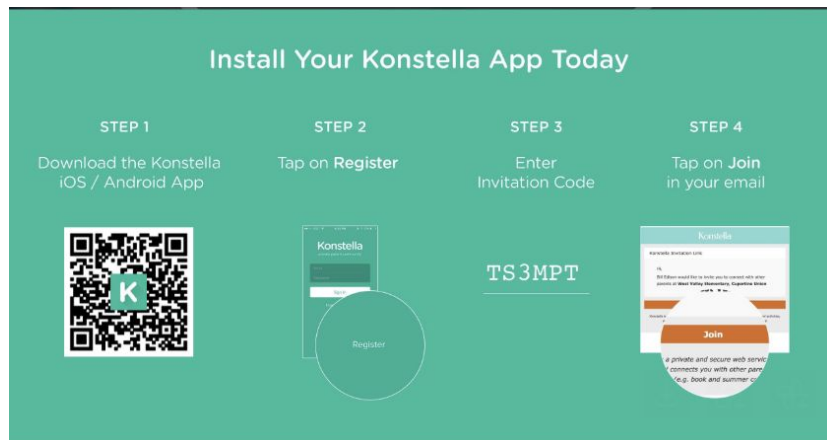
Executive Board

Weekly

Meeting cadence

Stay Connected with Konstella

All caregivers are in their child's classroom
You're set up and ready to go—so log in
and get involved.





Growing Our Students' Bright Futures

Every program, event, and classroom enhancement that makes Roy Cloud extraordinary is funded and made possible through your annual PTO donations. Only 44% of families donated last year, every contribution makes a difference!

~\$1,000

Direct Investment Per Student

Funded annually through parent donations & PTO
volunteer efforts to deliver enriched education.

Donate





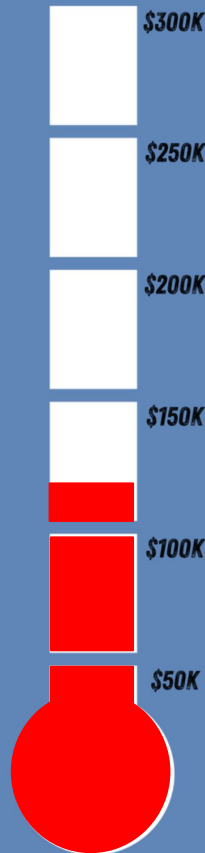
Donate to get your magnet!

*Have you
made your
annual
donation
yet?*



**Help keep our school
programs running and
support our Roy Cloud PTO
Direct Donations Campaign**
roycloudpto.com/donate2026

EVERY DOLLAR COUNTS! LET'S REACH 100% FAMILY PARTICIPATION!



Raised to Date: \$91,771

Pending Matches: \$22,310

Total: \$114,081

(\$7k above this time last year)

% of Goal: 42%

(goal is \$270,000)

Days Left: 60

Participation: ~13%

(down 1% from this time last year, a donation in any amount counts)

Leading Grade: First (24%)



**Join our DD committee to infuse
new ideas and increase our
fundraising impact!**

Make Your Donation, Get Your Roy Cloud Supporter Magnet!



Programs Update

Character Strong SEL
Grades K-8

After-School Enrichment
Grades TK-8
***Fall session starts after
September 7th***

Music with Mx. Washburn
Grades TK-8

Garden (Each Green Corner)
Grades TK-8

Art in Action
Grades K-8

Middle School Intercession
Grades 6-8

World Languages (Rosetta Stone)
Grades 6-8

STEAM
Grades K-8

Marine Science Institute
Grades TK-2

Science from Scientists
Grades 3-6

Middle School Intersession

- What? Intersession is a two-week middle school program that replaces regular electives with hands-on, screen-free courses led by community members and local experts, giving students the opportunity to explore new interests and skills outside the traditional classroom.
- Dates
 - ⚡ **Session 1:** October 26 – November 6, 2026
 - ⚡ **Session 2:** March 2 – March 12, 2027
- Classes
 - ⚡ Improv
 - ⚡ Beading & Embroidery
 - ⚡ Engineering Creativity
 - ⚡ Art
 - ⚡ Garden
 - ⚡ Founder's Lab
 - ⚡ Bike Maintenance
 - ⚡ TBD

Each Green Corner



Our mission is to educate and assist community members in growing sustainable and culturally-diverse food gardens, to create a pipeline of produce for our communities.



eachgreencorner.org



[@eachgreencorner](https://www.instagram.com/eachgreencorner)



[Each Green Corner](https://www.facebook.com/EachGreenCorner)



My name is Magaly Santos, and I am the new Food Systems Educator for Each Green Corner at Roy Cloud!

I am a second-year Master's student at the University of San Francisco studying Environmental Management. My love and enthusiasm for food systems stems from my home community in the Salinas Valley and my farmworker background.

Through advocacy and education, I hope to contribute to our communities and make food systems more sustainable and equitable for all!



Living Campus Program



- EGC partners with San Mateo County schools to create educational spaces within food-producing gardens on campus.
- Our Living Campus program promotes sustainable agriculture, food justice, health awareness, physical activity and community engagement among all ages.
- Provide Food Explorers Program curriculum and curriculum delivery support
- Produce grown on campus is donated back to the community through local food banks, school pick-up programs and high school culinary education programs.

EGC works with the San Mateo County Sustainability Department, who provide us with small grant funds for garden site maintenance each school year.

Where are we?



EGC serves 15 garden sites throughout San Mateo County each year. We provide hybrid sites with supplies and materials, while our 8 current Living Campus sites receive school-day classes and monthly workday services.

- **Redwood City School District**

- Roosevelt Elementary
- Roy Cloud School
- Orion Elementary

- **San Bruno Parks School District**

- Portola Elementary
- Belle Air Elementary
- Allen Elementary
- John Muir Elementary

- **South San Francisco Unified School District**

- Buri Buri Elementary School

- **Sequoia Union High School District**

- Redwood High School
- Carlmont High School

- **San Mateo Union High School District**

- Hillsdale High School

- **San Carlos School District**

- Arroyo Upper Elementary
- Central Middle School
- Tierra Linda Middle School

- **Community Centers**

- Boys & Girls Club of the Peninsula





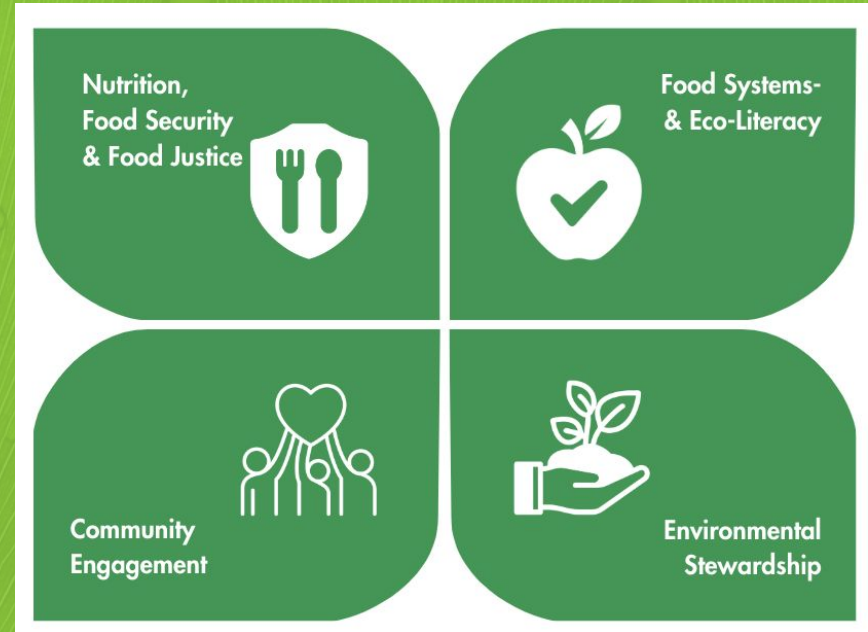
Food Explorers Program

Food Explorers is EGC's school-day curriculum program for grades K-5 focused on food systems, sustainability, nutrition, community and food justice.

The first 5 months of K-3 classes focus on the 5 steps of the food system:

1. Production
2. Processing
3. Distribution
4. Consumption
5. Disposal

Our 4th/5th grade curriculum is primarily focused on plant science and systems, using project-based learning and science journaling.





SCOPE & SEQUENCE

The Food Explorers Program builds upon California Health Education standards and aligns with San Mateo County wellness and educational goals to provide educators and students in the community with access to knowledge in EGC's mission areas: nutrition, food security, and sustainability as they pertain to food systems. Our aim is that the development and implementation of this program will ensure that students are able to build a foundational understanding in these mission areas that will enable them to continue to be mindful food explorers throughout their lives and to pass on those skills to future generations.

M1: Production

Where does food come from?

How and where do different types of food grow?

M2: Processing

What happens to food after harvest?

How does processing food affect our health and environment?

M3: Distribution

How does our food travel?

What are the social and environmental impacts of food distribution?

M4: Consumption

What is Nutrition? How is it related to our food choices?

What is culturally diverse food and why is it important?

M5: Disposal

What happens to our food after we're done eating it?

What is food waste and how can we minimize it?

M6: Food Security

What is food insecurity? Who experiences it and why does it exist?

How can we help create food security?

M7: Culture & Community

What is a community? What communities are we a part of? How can we contribute to our community?

Why is food in culture important? What types of cultures do we see in our community, and in other communities?

M8: Sustainability

What is sustainability? What is environmental justice? Why should we care?

How does our food system impact human & ecological communities?

M9: Reflection

How can we make our food system more sustainable?

What can communities and individuals do to be more sustainable? How can you be a food hero?



2025-26 PTO Community Events - All Events are on Konstella

Burgers & Bikes

Sun, September 13

Scholastic Book Fair

October 19 - 22

Fall Fest

Thu, October 22



BBQ & Treats



Book Fair



Festival Fun

Family Dance

Fri, February 5

Auction & Dinner Dance

Sat, April 3

Spring Play

March 19, 20, & 21, 2027

Spring Fest

Sat, May 8



Science Saturday



Art Show



Used Book Sale

Jogathon

Fri, May 21

Field of Dreams

May 22 - 23

Roy Cloud Dads' Club Overview

Who We Are

A volunteer group connecting fathers and father figures to build community, make friends, and support Roy Cloud students, staff, and the PTO.

★ Major Signature Events

Burgers & Bikes (Sept 13): Family bike ride & BBQ kickoff at Flood Park.

Field of Dreams (May 22–23): Annual overnight campout on the school field with BBQ, outdoor movie & pancake breakfast.

How We Help Our School

Campus fix-its (Gaga pit & irrigation), hosting interactive science tables at Spring Fest, safety supply checks, and organized dad/kid outdoor hikes.



All Roy Cloud Dads Welcome!

Whether you attend every meeting or help at one event, all dad figures are invited to participate.

See appendix for dates of upcoming events

Ways to Volunteer

- **Join a committee to support key events:**
 - ⚡ Auction Committee volunteers
 - ⚡ Direct Donations Committee
 - ⚡ Jogathon Committee
- **Sign up (via Konstella) for a shift to help out at:**
 - ⚡ Book Fair
 - ⚡ Fall Fest
 - ⚡ Spring Fest
 - ⚡ More to come...
- **Team up** with Dads' Club
- **Volunteer** in your classroom
 - ⚡ Art
 - ⚡ Garden

info@roycloudpto.com

Remember to get volunteer clearance from the school district! [Apply here](#)

PTO Volunteer Opportunities

info@roycloudpto.com

Role	Type	Description
After-School Enrichment Trainee	Programs	Shadow our long-term lead and learn the ropes to take over this important program next year!
No-cost Fundraisers Coordinator	Fundraising	Coordinates Amazon Smile and other promotions that give % of sales to the school. Ex. Mr. Softee's ice cream truck parked off campus
Safe Routes to School Coordinator	Community	- Organizes walking school bus routes - Organizes walk to school day events like Ruby Bridges, International walk to school day, and Earth day walk - Organizes bike safety training / safe driving pledge - Works with City coordinators on safety improvements around school
Spanish Translation Liaison	Comms	- Reach out to welcome and liaise with Spanish-speaking families - Coordinate translation resources for meetings and materials
Used Book Sale Coordinator	Community	Collect used books, set-up, sales, clean-up, volunteer management, scheduling with teachers
Volunteer Clearance Coordinator	Community	New position to help facilitate a smoother volunteer clearance process

We need **YOU!**

The role of PTO Treasurer is open. Spend the 2026-2027 school year shadowing our current treasurer, Leanna Staben, and see all the ins and outs of the PTO finances. Then take over the role starting the 2027-2028 school year.



**Learn more by contacting Leanna
Staben:**

treasurer@roycloudnto.com

Treasurer Updates

PTO Financial Housekeeping & Guidelines

The Treasurer's Role

- **Goal:** Managing community funds safely, transparently, and efficiently. Maintaining our 501(c)(3) non profit status & good practices.
- **Impact:** Direct funding for programs like Art in Action, Science from Scientists, teacher stipends, and community events.

The 1-Month Rule

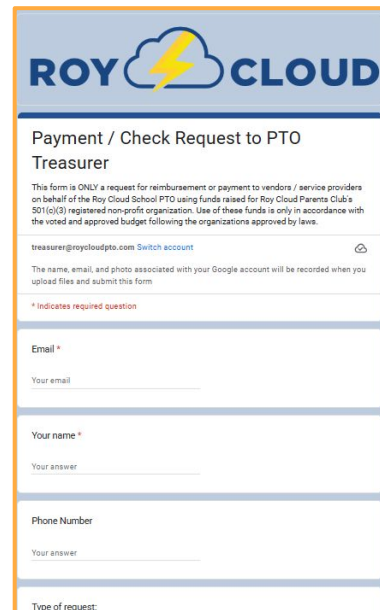
- **Advance Notice:** Please submit all payment and vendor requests **one month in advance**.
- **Why:** Standard check processing and mailing takes up to **one month**. Early submission ensures zero out-of-pocket delays and timely vendor payments. Last minute emergency payments may text.

How to Request Funds & Reimbursements

- **Digital First:** Complete the online **PTO Check Request Form** at **RoyCloudPTO.com**
- **Receipts Required:** Always upload itemized digital receipts or invoices directly into the online form.
- **Paper Alternative:** Print your completed online form, attach physical receipts, and place it in the **Treasurer's Folder** in the front office PTO files.

Questions or Support?

- Contact me directly at **treasurer@roycloudpto.com** for budget inquiries, check statuses, or other treasury related questions.



The screenshot shows a web form for requesting payments or checks from the PTO Treasurer. At the top is the RoyCloud logo. The title is "Payment / Check Request to PTO Treasurer". Below the title is a disclaimer: "This form is ONLY a request for reimbursement or payment to vendors / service providers on behalf of the Roy Cloud School PTO using funds raised for Roy Cloud Parents Club's 501(c)(3) registered non-profit organization. Use of these funds is only in accordance with the voted and approved budget following the organizations approved by laws." Below this is a link to "treasurer@roycloudpto.com" and a "Switch account" button. A note states: "The name, email, and photo associated with your Google account will be recorded when you upload files and submit this form". A red asterisk indicates required questions. The form has sections for "Email *" with a "Your email" input field, "Your name *" with a "Your answer" input field, and "Phone Number" with a "Your answer" input field. At the bottom, there is a "Type of request:" label.

Treasurer Updates

Budget Voting & Timeline

- **Review Today:** We are reviewing the proposed budget at this meeting.
- **Vote Next Week:** All members will cast their votes **online next week**.
- **Action Required:** Keep an eye out for the upcoming **Konstella notification** with the voting link.

Responsibilities for Committee Leads & Chairs

- **W-9 Forms Required:** You must obtain a **W-9 form** from any independent contractor or small business we use or have contract with and forward it to the Treasurer immediately for tax processing (1099s).
- **Timely Payments:** It is your responsibility to ensure all payment and reimbursement requests match the invoice/contract terms and are submitted on time.

Official Organization & Tax Details

- **Legal Name & EIN:** *Roy Cloud School Parents' Club* | **EIN:** 26-4393209
- **Non-Profit Discounts:** Please do not apply for any tax-exempt or non-profit discounts without prior Treasurer consent and awareness.
- **Tax Season:** Our official annual taxes and financial audit will take place over the next month.

Looking Ahead: Open Treasurer Position

- **Succession Planning:** The PTO is looking for a **new Treasurer for next school year**.
- **Interested?** If you love staying organized and want to give back to the school, please reach out to me privately at treasurer@roycloudpto.com to chat about what the role involves!

Proposed Budget FY 2026–2027

- **May 2026 Baseline:** The current foundational budget was approved in May 2026 for the 2026–2027 fiscal year.
- **Proposed Adjustments:** Updates were made to reflect the finalized carryover from last year and updated school needs.

Category	Proposed Budget FY 26/27
Income	
8th Grade Class Raised Funds	10,000
Afterschool Enrichment	3,000
Bank Interest	100
Book Fair	12,000
Dinner Dance Auction	150,000
Direct Donations	270,000
Family Dance	4,000
Field of Dreams - School Camp Out	6,500
Jogathon	85,000
Misc. Fundraisers	6,500
Spring Production	22,000
Used Book Sale	2,500
Total Income	\$ 571,600
Expenses	
Fundraising Expenses	
Book Fair	12,000
Dinner Dance Auction	55,000
Direct Donations	5,000
Jogathon	15,000
Total Fundraising Expenses	\$ 87,000
Hospitality/Recognition & Community	
8th Grade Class Raised Funds Expenses	10,000
8th Grade Graduation PTO Gift	1,000
Community Events	9,000
Family Dance	5,000
Field of Dreams - School Camp Out	6,500
Spirit Items	8,000
Staff Appreciation/Hospitality	13,500
Total Hospitality/Recognition & Community	\$ 53,000
Operations	
Bank Service Charges	500
Directory	800
Office Expenses	600
PTO Insurance	950
PTO Website/Marketing	1,000
Tax Preparation & Filing Fees	2,000
Total Operations	\$ 5,850

Added 5K to auction expenses;
Increase in vendor costs

Added 1K to community events;
Increase in vendor costs

+2K to Spirit wear; often underestimated

+1.5K to staff appreciation/hospitality

Proposed Budget FY 2026-2027 *Continued*

Funds, Resources & Scholarships

Admin Teacher Assistant (Copy Person)	30,000
Equipment & Technology	30,000
Fund-a-Need 2026	27,578
Middle School Planners & Thursday Folders	1,500
Principal's Fund	14,000
PTO Grants & Field Trip Transportation	48,000
Reading Intervention Services	72,000
Scholarships/Student Assistance	7,000
Teacher & Staff Stipends/Classroom Supplies	22,000
Total Funds, Resources & Scholarships	\$ 252,078

Added 5K for Copy Person for COLA

Added 2K to Scholarships; help

Academic & Enrichment Programs

Afterschool Enrichment	3,000
Art Program (K-8)	26,000
Foreign Language Program (Middle School)	10,000
Garden Program (K-5)	40,000
Garden Support	10,000
Library Support	2,000
Middle School Studio & Skills	30,000
Music Enrichment	81,000
Science Enrichment	35,000
Social Emotional Learning	10,000
Spring Production	25,000
STEAM Lab Support	1,500
STEAM Program Instruction	50,000
Total School Programs	\$ 323,500

-Added 9K to Music for instruments
-Added 2K to Science for additional enrichment for grades not receiving Science From Scientists lessons

Total Expenses

Required Reserve for Following School Year

Accounts Payable - RCSD

Total Expenses w/Required Carry Over

Carryforward Funds as of 6/30/26

Total Budgeted Income

(excludes balance on hand)

NET - must equal zero

= (budgeted income) - (total expenses) - (required carry over) + (balance on hand as of previous year)

Adjusted to cover a portion of staff positions for following school year

Balance in all accounts at end of 2025-26 school year

PTO Budget: Annual Revenue Goals

Our greatest sources of revenue.

DIRECT DONATION DRIVE

\$270,000

Primary source of annual funding

AUCTION

\$150,000

April 3, 2027

JOGATHON

\$85,000

Fun-run in spring

Target Annual Revenue:

\$571,600

Message from the Principal

Frequently asked questions

? How do I stay updated on school news?

Read Principal Bowdoin's Cloud Chronicles emails and Join Konstella! All PTO announcements, event signups, and parent discussions take place on the Konstella platform.

? What does the Direct Donation Drive support?

PTO funding provides nearly \$1,000 per student in enrichment including Art in Action, field trips, STEAM supplies, and classroom grants.

? How do after-school enrichment programs work?

Classes run after dismissal. TK & K students escorted to their program, 1st grade and above walk to the classroom, check homeroom!

? How do I know if I'm cleared to volunteer?

Once all items are into the district, they inform the school on a spreadsheet. If you are curious if you've been cleared, please contact the district or our school office. See clearance process on the next slide.

? Why are school supply lists posted just before school starts?

The school is still working on them up until the last minute. We want to be sure we are only asking families for essential items.

? How do I report my child as absent?

Report it via the SchoolMessenger app, call the front office, or login to the SchoolMessenger website (see next slide for links).

Volunteer Clearance FAQ

Level 1 Volunteer:

Level 1 volunteers are not permitted to be alone with students out of the direct supervision of the teacher. **Ways to participate:** Art in Action.

Submit a completed volunteer application ([link found here](#)) and attach the following documents:

- A copy of your current Driver's License or other government issued ID
- A copy of Tuberculosis clearance (within 60 days)

Level 2 Volunteer:

Level 2 volunteers are those who may supervise small groups of students in class or on school bus activities away from campus, or who, at any time, are alone with students outside the supervision of a certified school employee. **Ways to participate:** Volunteer in the garden class, chaperone on Field Trips.

- Complete a LIVESCAN (fingerprinting). *Note: completed in person.
- Complete Mandated Reporter Training for volunteers: <https://mandatedreportertraining.com/california/>. There is a \$10 fee to take the exam and download the certificate. *Note: approximately 2hrs time commitment.
- Submit your complete volunteer application online. Attach a copy of your driver's license/passport, TB clearance, Mandated Reporter certificate, & copy of completed LIVESCAN form. *Note: application must be submitted within a few days of completing LIVESCAN.

Note:

- All required forms can be found on the [Volunteer application on the Redwood City School District website](#).
- This process takes time, get started now!



SchoolMessenger®

NEW ATTENDANCE REPORTING SYSTEM

To enhance our existing absence-checking procedure, Redwood City School District is introducing a new, more efficient student absence reporting system called SafeArrival. This new system will reduce the time it takes to verify student attendance, make it easy for you to report your child's absence and easy for staff to respond to unexplained student absences.

Families can choose one of the following ways to report absences



DOWNLOAD THE APP

Download the app from the Google play or Apple App store.



CALL BY PHONE

Call **1-888-403-5535** and follow the instructions.

To report absences, your email and phone number must match the information given during registration. Please contact Office Staff if you need to change your contact information.



LOGIN TO THE WEBSITE

Go to:

<https://home.schoolmessenger.com/#/login>

and login using your email.



EST. 1895
REDWOOD CITY
SCHOOL DISTRICT



See you at our next meeting!

November 10, 2026



Appendix

Why the PTO Matters

- Public school is not the same as when you were growing up
- Public schools in California are underfunded
- Most “extras” have been cut from school budgets
- PTOs/PTAs have become the lifelines to schools, filling the funding gap
 - ⚡ Fund programs previously paid for by the state
 - ⚡ Support core instructional programs
 - ⚡ Bring back essential enrichment
 - ⚡ Fund critical services
 - ⚡ Support teachers and administration

2026–2027 Dad's Club Schedule of Events

Date	Time	Event / Activity	
Sunday, Sept 13, 2026	1:00 PM – 4:00 PM	Burgers & Bikes @ Flood Park	MAJOR EVENT
Thursday, Sept 24, 2026	6:00 PM – 8:00 PM	RCDC Monthly Meeting	MEETING
Wednesday, Oct 21, 2026	6:00 PM – 8:00 PM	RCDC Monthly Meeting	MEETING
Thursday, Nov 19, 2026	6:00 PM – 8:00 PM	RCDC Monthly Meeting	MEETING
Wednesday, Dec 16, 2026	6:00 PM – 8:00 PM	RCDC Monthly Meeting	MEETING
Thursday, Jan 21, 2027	6:00 PM – 8:00 PM	RCDC Monthly Meeting	MEETING
Spring 2027	TBD	Spring Fest Science Tables, Monthly Meetings & Social Events	COMMUNITY
May 22–23, 2027	Overnight	Field of Dreams Family Campout	MAJOR EVENT

For meeting details and updates, check Konstella.