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Ingrid B. Lacy PTO Executive Board Meeting

Thursday,March 15th, 2018 Online

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| **Meeting Norms: According to Robert’s Rules of Order** |
| **Participation: Respect time limits; let board members have their own time and present reports without interruption.** |
| **Expectations: One speaker at a time, no interruptions or cross talk when the speaker has the floor, write down and save your questions for appropriate time.** |
| **Time-keeper: Stacy Russell** |

# Attendees

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| Stacy Russell  Janeen Castenada  Tiffany Hanna  Leonard Lim  Esther Im | John Hall  Julia Hall  Megan Asaro  Summer Matteucci  Gina Tosetti | Dan Lyttle  Gordon Hwee  Jane Solano |

# Agenda

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| **Item** | **Owner** |
| President’s Report:   * Jessica Hage will manage the 2018-19 PTO Elections.   Timeline:   1. Nomination forms will be sent out a next week and due by March 30th. 2. Week of April 2nd, Jessica will collect and confirm with nominees. 3. Week of April 16th, after Spring Break, Jessica will open up the election, if needed. 4. New board will be confirmed and invited to May meeting by April 27th.   If you are interested in a position on the new board, please make sure you complete a nomination form.   * Janell Jones, Ortega parent/chair for the PSD Bond Initiative is looking for an IBL parent to join the committee. She is looking for 2 parents from each school and currently has one. This is a short commitment as the election will be at the beginning of June.   DESCRIPTION:  We will be meeting weekly in the evening probably at the same time we have volunteers do phone banking. We will do fundraising and organizing of volunteer to do phone banking, precinct walking, distributing lawn signs etc.-whatever we as a committee decide to do to get this thing passed! The district is currently working with a consulting firm and if our committee decides to continue working with them we will have to fundraise to pay them as well as anything else like direct mailings, lawn signs, buttons that we decide to do.  Contact: Janell Jones at [janell2287@yahoo.com](mailto:janell2287@yahoo.com)  DAN AND JOHN: PLEASE ADD BOND INFO TO NEWSLETTER AND WEBSITE. | Stacy |
| Treasurer’s Report   * Net Fundraising as of 3/12/18 was $16,721 in General Fund compared to Budget of $15,800, led by Direct Donations * Net Spending is $18,287 compared to budget of $28,535 led by Challenge Day. * Yearbook - $4,063 spent with no collections yet. Ms. Walley to advise how that money will get to us * Please get invoice for buses for 8th Grade fieldtrip to Exploratorium (invoice was to be given to us after trip)   <https://docs.google.com/spreadsheets/d/1k1J7hDZckt5VO1BefeuT9JkopIvle663kyRZi5mCqJs/edit?usp=sharing> | Leonard |
| Secretary Report   * Approve February Minutes | Tiffany |
| Fundraising Report   * Giant Raffle: Tickets went home on Friday with report cards. This year, instead of having the printer make the tickets, I bought card stock and with the help of Gina who designed the tickets for me, used the copier at school to print/cut them...spent $66 vs $550 on printing costs. YAY!! * This year's 3 sponsors: Pacifica Lions Club, After Hour Pediatrics Urgent Care, & Tosetti Family. Sponsorship total $400. * Open House: Taco truck is only bringing one truck. I've asked them to arrive and be ready by 6pm. Will give us 10% of all sales. * If any of you have any unused gift cards/items that you know you won't use and want to get off your hands, I'm happy to take them and use as raffle prizes at Open House. Let me know if you have anything...thanks! * - E-waste amount is in...$831.62...WOOHOO!!! I'm pretty sure that's better than last year? A BIG THANK YOU to JOHN HALL for once again going around and picking up items for us!!! * I need to know if you want me to set it up for next year. I've always done it the week after we get back from winter break (with the assumption that people shop black Friday for new electronics and want to clear out their old stuff in the beginning of the year). If you want that same time, it should be booked sooner than later before another organization takes it. Let me know… | Esther |
| Principal's Report   * 8th grade students will be administered the PSAT-8 during the first week of April. PSAT-8 is being used by JUHSD to aid in placement for Math. The PSAT-8 results, along with the 7th grade MARS score, and CAASPP results from 7th grade will be used to help place students into the Math program. The test will take two periods over the course of two days. * March 22 is IBL’s annual Open House event. In the past the PTO has had their general meeting starting at 6:30 pm. The Book Fair will be open in the Library that evening. The annual Science Fair will also be presented in the MPR and open to the public during the evening. Classrooms open at 7 pm. Finally, there is an information meeting for next year’s 8th grade trip that is open to 7th grade families interested. That is hosted by Mrs. McCarron and starts at 6:30 in her room. * We had two teachers from IBL recognized at the STEM Innovation Reception on March 13. Mrs. Miller and Mrs. Holden are working together on a STEM project with their 6th graders around sustainable gardens. * The annual 5th Grade Band Recruitment Show is being held on March 16. Students from Ortega and Sunset Ridge will come to IBL for a brief tour and a show highlighting the Band program. * Field trip season is upon us and thanks to our PTO, the 8th grade has already visited the Exploratorium. The next trips are the 6th graders going to the Rosicrucian Museum, followed by our 7th graders going to the Asian Art Museum. * Promotion/ Retention Conferences are coming up on April 4 and 5 followed by the start of Spring Break! * The Danford Foundation has awarded IBL a grant for $20,000 to accomplish two things. The first is to use $15,000 to help start up a media arts center in our Library. Second, $5,000 is to be dedicated to the repair and replacement of our Chromebooks in the classrooms. | Dan |
| Secretary: Webmaster   * 15 orders have been placed on Cheddar Up for 8th Grade Grad items. The All Item Bundle continues to be the most popular. * The website has been updated as of Sunday 3/11. * Pushed a $100 Direct Donation from Cheddar Up to the bank account, Leonard notified. * With a high PTO position turnover rate, we should get moving on finding replacements. Who is for sure leaving? Julia and I are willing to keep our current positions. | John |
| Parent Council   * At the 3/7 PSD Board Meeting all schools received a Resolution “in appreciation of the support provided to the Pacifica School District by our many parent volunteers in order to provide a strong educational program for our students”. Mr. Lyttle, Mr. Hwee and myself were present to receive this resolution. * 2018 - 2019 School Calendar was approved. Out of the three options presented, the Board picked option #3 - 8/16 student start date and 4-15 through 4-19 Spring Break. * The Board approved that a General Obligation Bond for $55 million dollars for the 2018 June ballot. * Kindergarten Lottery was held and enrollment was up by approximately 30 students. * The 6th Grade Lottery was held and 29 transfer request were made. Not all were able to be granted, Ocean Shore has a wait list. | Julia |

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# Notes:

Please state if you have read the minutes and whether or not if you have questions/comments. (to add a comment: highlight sentence and click on the comment bubble to the right that will automatically pop up). You can also click on a comment made to respond.

Stacy Russell: Read and left comments

Janeen Castaneda:

Tiffany Hanna: Read and left a comment

Leonard Lim

Esther Im:

John Hall: Read and left comments

Julia Hall:

Megan Asaro: Read

Summer Matteucci:

Gina Tosetti: Read and left comment

Dan Lyttle:

Gordon Hwee:

Jane Solano: