



**2/20/2018 PTO Board Meeting Minutes**  
**7pm-8:30pm**  
**Montera Library**

**Call to order:** Meeting called to order by PTO President, Jeni Paltiel at 7:12pm.  
10 members present. Quorum is 4. Quorum is met.

**7:00-7:05: Welcome and approve minutes from January meeting**

- *Jeni made a motion to approve Jan. 2018 Board Meeting Minutes. Sonia seconded the motion. No discussion. The motion was passed.*

**7:05-7:15: School/administration update - Principal Avent**

- Bret Taylor, Chief Product Officer of Salesforce, and former Montera student, made a private donation for 1 Chromebook cart that will be shared b/w 2 classes. Additional funds to be used for IB training.
- G1 Funding for 2018-2019: 3 step process completed which was comprised of holding a staff meeting, a community meeting, and submitting the application. Request for funds to mainly support the music program which more than doubled since implementing IB. Additional fund requested for art supplies and woodshop.
- 2018-2019 Budget in process
- Recent “lock down drill” conducted. Identified communication gap. Plan to implement system for text messaging. Another drill is planned.

**7:15-7:30: Spring mini-grant recipients & proposed change to method – Kat**

- Discussion around funding mini grants when recipients do not want/aren't able to front funds (6<sup>th</sup> grade didn't spend approved mini grant from fall): Board member purchase items via detailed list, front from board member and/or principal's fund, vendor can be reimbursed. Will give teachers another reminder at a Monday am staff meeting.
- Spring Mini grants: All spring mini grants were approved/funded.  
Ms. English: 45 copies of Graveyard a novel  
Ms. Rogers: library supplies  
7th grade science classrooms: science materials and classroom support  
Ms. Burkett: 14 NatGeo atlases to complete a set for the classroom  
Ms Berger: grabbers to pick up garbage around school for 8th grade advisory classes  
Ms Jordon: science support for her special needs classes  
Ms. Volkman: guest speaker for Thursday Feb. 22, 2018

Ms. Dunia (Wilder): cheer and dance squad body liners and mat and speaker (mini grant funded by someone from auction that was impressed with cheer/dance team)

Mr. Demerath: Funds to help a student in need

Ms. Long: 5 classes 6th grade and one 7th grade class: classroom support and extracurricular activities for culture and celebrations

**7:30-7:40: Auction results – Amanda**

- Auction income exceeded goal. See handout for details.

**7:40-7:50: Upcoming Fundraising events – Amanda**

- March 11 Raffle – Warriors tickets. Drawing March 18<sup>th</sup> at Parkway Theater Movie Event with Dr. Williams.
- Promotion for parties that still have spaces. See Handout.
- Plan for spring online auction which will be pushed out to wider audience – school and local community, alumni, etc.

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**7:50-8:00: Communication discussion: Jupiter Grades and eBulletin – Amanda**

- Request for link to eBulletin in a weekly Jupiter send out to direct people to and entice them to read it.

**8:00-8:10: Communication discussion: Advertising in eBulletin? – Jeni**

- Guidelines needed. Jeni will draft.

**8:10-8:20: Next year's board: Returners, losses, nominating committee – Jeni**

- Guidelines for nominating board members in bylaws. <https://www.ousd.org/Page/11090>
- Jeni compiling notes on who is returning, moving on, etc.
- Possible Parent Welcome Meeting/PTO "Recruitment" Event week of April 9

**8:20-8:30: Any other business, announcements, follow-up discussions from earlier**

- Guests: 6<sup>th</sup> grade teachers Ms. Black and Dr. Gilyard-Shyne to discuss 6<sup>th</sup> grade Science Fieldtrip to San Jose Museum. \$1500 raised. \$7000 needed. Need to go back to and contact those who gave during fund a need to let them know this trip will most likely be next year due to funding gap. Will go this year if money can be raised.
- Emergency info: Supplies here on site and Motera is a community site. Safeway parking lot is evacuation location. Need to put on website and otherwise get word out.
- Toros Got Talent: Student/teacher event if someone wants to take lead. Not PTO event.

**Meeting adjourned: 8:26**

**Important Upcoming Dates:**

March 3: Work Day

March 7: PTO Board Meeting

March 11: Raffle Sales Farmer's Market

March 30: Cesar Chavez Day – No School

April 2-6: Spring Break

April 10: PTO Board Meeting

April 26: Open House

**Prepared by Recording Secretary, Angie Louie**

Angie Louie – Recording Secretary

Amanda Halte - Fundraising

Chris Guili - VP Technology

Daren Avent – Principal

Jane Nylund – VP Facilities

Jeni Paltiel – President/Communications

Kat Verani – VP Outreach/Mini Grants

Kim Cardoso – VP Corporate Partnerships

Kristina Colbert – Financial Secretary

Sonja Klein – Parliamentarian