



**1/10/18 Board Meeting
7pm-8:30pm
Montera Library**

Call to order: Meeting called to order by PTO President, Jeni Paltiel at 7:08.
11 members present. Quorum is 4. Quorum is met.

Report on 2017-2018 Successes to date:

- Successful launch of IB Program
- 2017-2018 Go Fund Me for Chromebooks: 21 Chromebooks funded to support another classroom
- Prospective Family Tours have been well attended. Recently added small group workshop, facilitated by Ms. Black, which highlights IB philosophy/approach and give parents specific example and experience.
- Re-establishment of Leadership Elective
- Great Good Place for Books Dec. Fundraising Event: 100 of 200 wish list books purchased and over \$100 raised for Montera. Great Good Place for Books will continue contributing portion of sales to Montera when wish list books are purchased.
- Woodshop \$2500 donation from local lumber companies + 2 recent successful/fully funded Donors Choose campaigns

December Meeting Minutes: *Jeni made a motion to approve Dec. 2017 Board Meeting Minutes. Sonja seconded the motion. No discussion. The motion was passed.*

School/Administration Update - Principal Avent

- Community Circle Nights (by grade) hosted by Ms. Harambe planned for early Feb.
- Budget Updates (specific to Montera): Pending – has not yet been provided by district
- Future Funding: Plan to pursue grants. Anticipate this would will support IB's Art and World Language electives. Granters writers needed! Plan to post request for grant writers in ebulletin. Other outreach for finding grant writers needed.
- Subway donated 1000 sandwiches. Gift certificates are being given out to students via reward programs such as Tip Top Toros, etc.
- Lunch Time Activity Improvement. Recent participation in Inter-School problem solving event. Montera was paired with Claremont and Edna Brewer. Idea for newly implemented DJ Wednesdays came from this collaboration.

- Sales Force Donation: Sales Force sends volunteers to do follow-up work on site. Plan to host all school event modeled after success of African American Male Achievement (AAMA) Brother to Brother program.
- Anticipate schedule change for next year – Proposal will be for continuous A/B schedule.
- AC Transit for 2018-2019: Plan to continue bus service to Montera for the 2018-2019 school year. There is \$1.5 million AC transit budget gap. Current plan is that gap will be filled by \$5mil coming from each AC transit, OUSD, and improved efficiencies

7:10-7:20: Outreach and IB Meeting Update– Kat

- Lessons learned – i.e. no tour before holiday, use EventBright to help manage event logistics, etc.
- Helping coordinate 1/24/18 IB Info Meeting. Will include workshop, teacher panel, and possibly desserts
- Question re: childcare for IB meeting and for Community Circles. Will look into hiring OUSD approved people to provide child care.
- Food for Outreach events: Consider basket at the end of the table for donations
- 6th Grade Field trip SJ Tech Museum transportation issue not solved to date. Additional avenues to explore: sponsor from local corporation (Sales Force or Google), Amtrak/Capital Corridor train, Oakland Ed Fund.

7:20-7:30: Auction Update – Amanda

- Donations need to be wrapped up
- Planning to change online auction to spring (after live event)
- Buying tickets and raffle will draw people to Bidding for Good website to build excitement/market items in advance
- Decorations, music, and food planning well underway
- Graduation seat tickets – after discussion, plan to copy what was done last year
- Ticket pricing up for final review, but will be finalized in next few days.
- Jeni will work on form for “sponsorship” tickets. Plan to provide link on auction website.

7:30-7:40: Financial Update (fundraising, tax status) – Kristina and Naomi

- Income - Kristina: Dec income report pending, but there were deposits and some end of year Annual Fund donations.
- Budget Status – Naomi: Needs December income report for correct current budget report, but in the meantime reports for committee/program leads available upon request.
- Tax Status: not done to date. Plan to take Ken up on offer from December.
- Audit Status: Audit for last year is done. Next Audit due in Jan. and preparation in progress (awaiting Dec. income report).
- Escript and Shares Aug – Nov \$720. Shutterfly \$176. Past income for these sources was approx. \$5000 so while 2017-2018 income to date is an improvement, there is still a lot of ground to make up.

7:40-7:50: Updates on ongoing projects (Girls Conference, Ski Day, etc.) – Maisha et al

- Defer until Maisha is present.

7:50-7:55: 8th Grade Activities - Set date for all-hands meeting – Jeni

- Scheduled for 1/25/18

7:55-8:00: Brainstorm topic for February General Meeting – All

- Decision to cancel Feb. PTO General Meeting as there is upcoming IB Info meeting, Community Circles, and Auction.
- Future meeting ideas: Teens and technology, Health and Fitness Fair, other?

8:00-8:30: Any other business, announcements, follow-up discussions from earlier

- Marquee update: Cost = approx. \$6200 from Stewart Signs (company Joaquin Miller Elementary used). Price does not include installation. Installation could be done by volunteers (Dad's Club), district, private contractor, other. Still pursuing re-issuing of \$4000 uncashed check from Jean Quan era.
- Talent Show – in the works – coincide with PTO meeting (voting for positions and budget May meeting)

8:15 Meeting Adjourned

Important Upcoming Dates:

1/24 IB Info Night

2/1 (8th), 2/8 (7th), 2/15 (6th) - Community Building Meetings

2/6 PTO Board Meeting

2/10 Auction

Prepared by Recording Secretary, Angie Louie

Angie Louie – Recording Secretary

Amanda Halte - Fundraising

Chris Guili - VP Technology

Daren Avent – Principal

Eric Runge - Teacher rep

Jeni Paltiel – President/Communications

Kat Verani – VP Outreach/Mini Grants

Kristina Colbert – Financial Secretary

Mia Shin – VP Outreach

Naomi Levy – Treasurer

Sonja Klein – Parliamentarian