



**9/6/17 PTO Board Meeting  
7pm-8:30pm  
Principal's Meeting Room**

**Call to order:** Meeting called to order by PTO President, Jeni Paltiel at 7:05pm.  
16 members present. Quorum is 4. Quorum is met. First Board Meeting of the school year.

**7:00-7:05 Welcome/Introductions**

**7:05-7:15 School/Administration Update - Principal Avent**

- Teachers have embraced block schedule. Fewer transitions and new lunch schedule are contributing to smooth start.
- IB paperwork in progress. Montera is still "candidate" status phase. Meeting with Skyline soon to see their progress. District has invested and committed to IB Program for both schools, but Montera's IB status is independent of Skyline's status.
- Large corporate donation anticipated that will significantly help with goal of Chromebooks for all students. However, Fund-a-Need goal is still relevant to make goal 1:1 Chromebook to student a reality.
- Request from PTO: Help with marketing, and help securing corporate partnership for the Tip Top Toro award (\$5/week for the school year).

**7:15-7:30 Fall Fest Planning – Jennifer Bardales**

- 10/28/17 11am-3pm. \$5 entrance fee. This is Jennifer's 4<sup>th</sup> year as lead of the event.
- Main attractions: Haunted House, Inflatables, Music (confirmed)
- Request from PTO: Help with volunteers and donations for haunted house
- Plan for Dad's Club to help with food (new this year)
- Fall Fest Planning Meeting: Date TBD
- Donations to date: Village Market donated drinks for 150 people. Microsoft Store can host Xbox gaming event, but need to confirm a secure space, in which case can reduce inflatables from 3 to 2.
- Cheer booth - Confirmed
- Photo booth – needs electricity
- Civic Form needed

**7:30-7:40 Back to School Night Planning**

- PTO short announcement including help, request for volunteers, and donations

**7:40-7:50 Topics/plans for general meetings in Sept. and Oct./Pasta Dinner help**

- Sept: Pasta Dinner and “Mini volunteer fair” (meeting follows 8<sup>th</sup> grade “road map” meeting)
- October: Possibly High School Info Night: Skyline, Tech, Oakland High
- Ideas for Spring/Future themes: Hx of Montera in conjunction alumni association (in the works), Mayor Schaff possibly in conjunction with girl empowerment, sports and wellness.

**7:50-8:20 Department Briefs – What are your current tasks/needs?**

- **First VP – Ken**

Learning role. Will attend SSC meeting

- **Treasurer/Annual Fund Update – Naomi & Kristina**

Kristina: Handout provided. Some transactions need additional clarification before they can be categorized, but in general deposits to date appear to be approx. \$2500 ahead of where they were this time last year. Rec’d Secretary of State paperwork: Jeni will handle. Naomi: Paperwork required for reimbursements reviewed. For anyone that is managing a budget, Naomi can provide amounts spent to date as requested.

- **Fundraising/Auction – Amanda**

Annual Fund: Fundraising goal banner (will focus on participation vs \$ amounts) in the works. Efforts to streamline asks and clarify fundraising goals for community. Has someone to help follow up on corporate matching. Feedback that programs like Escript, Big Pie, etc. require too many steps to enroll. Amazon Smile may have the least barriers to entry, but will do more research before final decision on which program to focus on.

Auction: Considering in person event on Nov. 11<sup>th</sup>. This would require PTO’s commitment and help to pull off. 2015-2016 income = 13,700. Expenditures = \$5000. 2016-2017 income = \$9500. 114 online bidders. In person event would require additional fundraising budget.

Dine-in or Dine Outs: Plan to provide info for teams, and/or clubs that need to do fundraising.

- **Corporate Partnerships – Kim**

Current projects/focus: Trip Transport (6<sup>th</sup> grade science - new, 7<sup>th</sup> grade Exploratorium, 8<sup>th</sup> grade picnic), music, Tech Bridge student planners, Fall Fest.

Let Kim know if you have a need that you would like her to work on.

Thank yous: Post public thank yous on Facebook page and school website +handwritten notes.

- **Outreach – Kat & Mia**

Prospective Parent Night moved from Oct 26 to 25th. 7pm – 9pm at Mia Shin’s home. Mr. Avent is not available. Will ask Dr. Williams to attend for administration.

Montera Info Night is 11/2 at 6pm at Montera. For parents and students with student panel. Need PTO volunteers for both of these events. Need cheer for Info Night.

Prospective Student Tours on Fridays only this year. RSVP added to the website for

volunteer planning. Volunteers needed. Please sign up:

<https://m.signupgenius.com/#!/showSignUp/5080A4BAAA28A57-montera2>

Montera School “brochure” update is in the works.

- **Academic Enhancement – Kat & Linda**

After school class planning/offerings is challenging due to lack of funds. Stories for all starting in Oct and extend to spring depending on how the fall goes. Plan to contact Oakland Ed Fund for ideas re: how to support programs with volunteers.

- **Academic Enhancement Sports – Dunia**

Sports Update: Cross Country Uniforms needed. May be losing 1 of the 2 girls volleyball teams due to OAL budget. Plan to promote sports to get more fans to the games.

Study Hall Update: Study Hall available at lunch for student athletes. Also available for students that are not on a school sport team. Direct any students that may need this extra support to Dunia.

Misc.: Transportation needed for after school sports and clubs due to cancellation of late bus. Suggestion: Kango, and others similar services.

- **Volunteers – Maisha**

For events that need volunteer support, provide Maisha with lists of needs and qualifications.

- **Facilities – Jane**

1<sup>st</sup> workday October 14<sup>th</sup>. Teacher ask has gone out and list of requests is long. Dad’s Club will help coordinate.

- **Technology – Chris**

Current focus on communication tools (i.e. ebulletin, Jupiter grades, Yahoo group, etc.) and analyzing which is most effective in order to streamline. Looking at new system that is being used by district. Website improvement in the works in conjunction with focus on improving communication tools. Currently, there are multiple Montera Facebook Accounts. Mr. Avent will work on registering Montera as “official” organization as Facebook (which requires info confirming link to organization - i.e. email address or paystub. Once this is done, “official” Montera FB page and Montera PTO page can be linked.

### **8:20-8:30 Streamlining communication tools and lists – Overview and next steps**

See info under Technology above.

### **8:30 Close of meeting**

**Meeting adjourned: 8:50pm**

### **Important Upcoming Dates:**

9/13 Back to School Night

9/20 Pasta Dinner/PTO General Meeting + 8<sup>th</sup> Grade Roadmap Meeting

9/21 SSC Meeting

10/3 PTO Board Meeting

10/18 PTO General Meeting

10/28 Fall Fest

**Prepared by Recording Secretary, Angie Louie**

Voting Members in attendance:

Angie Louie – Recording Secretary

Amanda Halte - Fundraising

Chris Guili - VP Technology

Daren Avent – Principal

Dunia Wilder - Athletics

Eric Runge - Teacher rep

Jane Nylund – VP Facilities

Jeni Paltiel – President/Communications

Kat Verani – VP Outreach/Mini Grants

Ken Sorey - 1<sup>st</sup> VP

Kim Cardoso – VP Corporate Partnerships

Kristina Colbert – Financial Secretary

Linda Haymes-Elliot – After School Enrichment

Maisha House-Asemote – VP Volunteer Coordination

Mia Shin – VP Outreach

Naomi Levy – Treasurer

Guest: Jennifer Bardales Fall Fest Lead