

PTO General Meeting Minutes

November 14, 2017

Multi-Purpose Room

Attendance: Deborah Avalos, Flor Barriga, Gayle Barry, Miranda Barton, Kristen Bell-Kelly, Heather Bilich, Maria Carter-Giannini, Wendy Escobar, Megan Formariz, Kelley Gosalvez, Sonia Lee, Yvonne Lopez, Christina Maldonado, Vanessa Manrique, Jeanette Marin, Xavier Marin, Terrell Neilson, Manolo Perez, Sabrina Ramirez, Emma Rawnsley, Maria Rodriguez, Randi Rosen, Catherine Sam-Long, Jean-Jacques Dunyach, Damaris Scheichl, Lindsay Telucci, Delores Walker, Joanne Warburton, Betty Woychowski, Henny Yusuf

Called to Order: 7:10 p.m.

New Business

See's Candy Fundraiser (Sonia)

Fundraiser starts on Nov.15 through Dec. 4; Orders due Dec. 4; Candy will be delivered before holiday break; Percentage of sales goes to PTO

Ongoing Fundraising (Jeanette)

- Box Tops – Fundraising goal is \$750: collected \$332 to date; Deadline is March 1st
- Dinner night out – Fundraising Goal \$750: Roundtable brought \$330; Tacolicious \$1,972 – exceeded our goal!
- Upcoming pampered chef catalogue party in K3
- Savers event – Collect for Goodwill donations and get paid by the pound; scheduled for after the holidays
- Holiday shopping – Use Amazon Smile to contribute a percentage of purchases back to Trace; Use Benefits-mobile app to buy electronic gift cards to use for in-store or online purchases at Target, Starbucks Lowes

Winter Flurry, January 26th, 5 pm (Heather, Lindsey)

- Community Snow event: 4 tons of snow brought in for a Friday event
- Not a huge fundraiser but strong event bringing together Trace and neighborhood community
- Star Wars characters come out for the event from 501st Garrison; pictures taken
- Exploring event components: Outside light source; Pizza for a fee; inflatable slide; hay bale slide

Daughter Dance, February 8th, 6pm (Lorraine)

- Due to requests to be inclusive, Mom and Dads invited to the event; new name “Daughter Dance”
- Son Dance event scheduled for the Spring

Old Business

Walk-a-Thon (Emma)

- Last year raised we raised ~30K; This year raised \$37K, exceeding our goal
- Participation higher this year – 28% of kids participated
- At Fri. 11/17 flag salute we will announce which student and class raised the most money; and raffle for kids who raised \$25 or more for a Kindle Fire
- Budget for prizes: In order to give prizes for the amount of money raised we need to increase the prize budget a bit. We budgeted \$5K but we need to spend a few hundred dollars more. Because it is an

incremental increase and the scope is the same we don't need a general vote on the extra money. PTO Board to discuss.

- Parent asked if kids will get all the prizes leading up to the laps achieved or just the one prize for the final lap count.
 - Board members agree this was confusing this year. Kids will receive the one prize that is associated with their cumulative laps. Will re-work the system for next year.
 - Principal Rodriguez commented that the purpose of the walkathon is to raise money for the school; prizes are there to incent kids and get them excited; we will be clearer next year on prizes
- PTO will give back to 5th graders 50% of what they raised to go towards science camp
- We are aiming to have prizes delivered before Thanksgiving – maybe the week after

Fall Festival Recap (Lorraine)

- It was a successful event and we did a great job on raising money
- Given the north bay fires and poor air quality, we cancelled the obstacle course. We now have a credit to use the obstacle course at an upcoming event, like the Winter Flurry

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Principal Update (Ms. Rodriguez)

- **Measure H Funding:** One time funding received last year for school improvement. To date we spent funding on projectors and smart boards in classrooms
- \$120K is what is left for marquee. Labor (trenching road for electricity) is driving costs up if we want it on the corner of Naglee/Dana it will cost 98-100K to install
- If we move to another location near the library, it will save \$20-30K to put towards more outside lighting and changing the gate doors so they push out [currently if gates locked, hard to get kids out without key]
- Other alternatives proposed: Install a manual marquee on Naglee/Dana that would be managed by school employee; share marquee costs with Lincoln (Principal commented that msgs appear very quick, too hard to coordinate with Lincoln)
- The purpose of the marquee will dictate location: Promotion/marketing tool OR way to inform parents
- Principal pursuing estimates for non-LED marquee and cost to fix gates and will bring info. back to parents for input
- Final vote will be made with School site council

- **City of San Jose safety observations** – We are waiting for reports campus safety; Principal requested to repaint red zones and cross walks; add 2 handicap parking spaces along Hadley; Increase Dana parking to 30 mins.; add blinking lights on cross walks on Dana; exploring a valet service option

Budget Update (Randi)

- Income to date: \$39,433; Expenses: \$27,076; Gain: \$12,357
- At \$54,231 right now (57% towards goal) – goal is \$94,350
- Big ticket revenue generators include: Write a check; Employee matching; Candy drives; Silent auction
- Big spends: Field trips; teacher supply reimbursement; drama support
- Fall Festival: All proceeds for food goes to 5th grade camp; 50% of TWBI sugar skulls proceeds go to PTO

Visual and Performing Arts (Ms. Warburton, Ms. Rodriguez)

- 3rd and 4th grade are doing “Informance” activities this year; described as a “performance inside out” where people see the process while performance happening; teachers are testing out a new method; no night performances are scheduled for parents which is a concern for some parents; requested they be videotaped.
- Principal Rodriguez provided background: We need to look at Title 1 funding and balance VPA and curriculum. The previous schedule did not give time for interventions. The district allows us to use Title 1 funding for VPA but we need to offer 6 weeks of continuous intervention (intervention and acceleration). We need to improve reading/writing scores across the school. Kids can join early morning drama program as another way to get VPA exposure. Principal is committed to making VPA successful and avail. to all kids and re-evaluating next year’s schedule.
- Parent Comments: Can 3rd and 4th graders can do a performance at one of the PTO events? Do VPA and primary and teachers complement what each other are doing? [Yes, they connect with the writing curriculum.] For kids who get intervention do they get VPA? [Yes, teachers push into another grade for the interventions.] When do we get the test scores to see how reading/writing? [Monitor throughout the year; with current data – 3rd grade we see a good growth]
- Kinder and 1st – will likely do a play but still determining

Holiday Tiger Ticket Store (Lorraine)

- Kids able to use tiger tickets to get gifts for family; need gift donations, shoppers and someone to help run
- Will be scheduled one day during recess and lunch

Approval of October 2017 Meeting Minutes (Maria)

- Emma makes a motion to approve
- Principal Rodriguez has an update to minutes: If child has been given an “at risk of retention” letter, parents will also receive information on an intervention program
- Emma to motion again with amendment
- Lorraine seconded. Approved.

Adjourn at 8:30

Raffle for attendees: Zanotto turkey – at cost + \$50 gift card. Terrell Neilson wins.

Next Meeting: 1/18/2017 at 7:00 pm