

# PTA

## Rancho Romero Elementary PTA Association MINUTES

Friday, October 22, 2021 - 8:15am

*Meeting held at Rancho Romero Elementary*

*\*\* Note order of agenda items may change to accommodate Mrs. Bali's and Mrs. Abbott's schedules\*\**

**Attendees: Please sign in!**

### **Call to Order - meeting called to order at 8:19am**

Do we have a quorum of at least 16 PTA Association Members? Remember that ANY PTA member can vote or make motions at PTA Association meetings; they do not have to be Officers or Executive Board members.

### **Prior Meeting Minutes**

- Draft minutes from our last meeting are [linked here](#)
- Any amendments? [Karen noted that Melissa replaced Amy in the By-Law review committee. Jackie will amend last meeting's minutes to reflect that change.](#)
- **\*\* Motion to approve minutes? [Liz motions \(with the change as referenced above noted;\) Bridget second; motion passes](#)**

### **Celebrations & Reviews**

- Thank you to:
  - Unnur Gretarsdottir ~ data analysis of online registration to assist in final push for registration participation
  - Karen Halm ~ bylaws review, update, revisions & submissions
  - Bridget Bradford ~ Ice Cream Social (take 2!)
  - Katie Carruth & Mary Molerovich ~ music teacher recruitment - [Annalisa updated that we've had no luck yet with the search for a music teacher](#)
  - DEIC ~ Bullying Prevention activities & Unity Day
- Review of events and notes for next year:
  - Ice cream social? ~ Bridget Bradford - [ice cream social was set up on the upper playground blacktop this year; allowed for a large area and parents could supervise kids playing. There were a lot of helpers. We used over 250 cups and cones, Bridget noted it would be easier to do all cups next year because the cones are a mess and it's easier to serve. 15 gallons of ice cream was enough. The time and date are flexible but this event should definitely return to September next year, it's lighter outside still, timing can be after dinnertime; plus it's a fun "return to school" activity for earlier in the school year.](#)
  - DEIC activities thus far - [Sandra updated that the District noted this organization is important to start in elementary school. Unity Day went well - there was lot of kids wearing orange; teachers also had shirts that PTA supplied. The info around Unity Day went out to teachers a month beforehand with a reminder 2 wks](#)

before. There is a hand print activity at the front of the school; kids are signing a pledge to speak up and be a friend. The librarian is reading books to classes and handing out special bookmarks. There is a poster contest for Bullying Prevention and the winner will be in the Alamo News.

**Teacher Representative Report** ~ Jen Abbott - will check with teachers regarding their preference re: this year's cookie exchange and if they're up for having homemade cookies again or if they'd prefer a little box of See's Candies.

**Principal's Report** ~ Mrs. Bali - introduced the new office manager, Diane Bernazo, who used to be a sub at Rancho. Thanks to PTA for providing staff with Unity shirts. Mrs Bali enjoyed the ice cream social and is looking forward to more PTA sponsored social events. The social-emotional surveys provided good feedback; staff made it their goal to focus on better social-emotional connections. 50% of the student surveys also reported back that their goal was social-emotional. There are some upcoming events to help support that goal - Unity day, spirit week and an assembly. There is SKIP counseling available to support kids as well as the Rainbow Room Para. We want kids to feel connected and safe at school. We're working on a sensory wall with different patterns for the playground to help kids de-stress. Parents are allowed at the Halloween Parade.

**Financial Secretary's Report** ~ Liz Yuan - there is a new treasurer at the District level who has been offering some trainings. She originally said to release the funds through the end of the year, which we misinterpreted to mean for the whole school year and it actually meant through 12/31/21. We decided to leave it at June since we have a good checks/balances system. PTA is not allowed to purchase gift cards - we can accept them but can't buy or give them out for any reason. We decided to merge Rancho Gives Back night with RREF since they don't have the same rules around gift cards. PTA can collect the food item donations and RREF can collect any gift cards to contribute.

- August 2021 Financial Secretary Report is [linked here](#) - \$13k (yearbooks and family memberships)
- September 2021 Financial Secretary Report is [linked here](#) - \$1400 (yearbooks and membership)
- Membership update thus far for 2021-2022 school year - Our yearbook budget for the year is \$9k and we've already sold \$8k. We expected 100 family memberships and have 162 - way over budget.

**Treasurer's Report / Ratify Checks** ~ Sonia Barnoff - we paid our dues to the District, need to pay workers comp. We reimbursed for ice cream social. We need to switch Jackie and Melissa as check signers at Wells Fargo.

- August 2021 Financial Secretary Report is [linked here](#)
- September 2021 Financial Secretary Report is [linked here](#)
- Budget to Actuals YTD is [linked here](#)
- Ratification of checks
- Upcoming expenditures

- Funds were released in accordance with the ratified budget; any anticipated amounts to exceed budget?
- Any anticipated expenditures not included in ratified budget?

**Parliamentarian's Report** ~ Karen Halm ~ Update on bylaws process - we've had to resubmit a few times based on small technicalities. Council and District have been very helpful. We'll need to notify our Association by the beginning of Dec and get the new By-Laws approved at our December meeting on 12/10.

**President's Report** ~ Annalisa Graham

- Final registration drive underway; closes 10/29
- Membership Annalisa will check the executive board membership status, as all exec members need to have a PTA membership.
  - All Executive Board members are required to purchase a Family Membership for the 2021-2022 school year
  - Link to purchase teacher membership on Future Fund emailed to teachers this week via Mrs. Abbott & is [linked here](#)
- Red Ribbon Week - District gave us 2 spools of ribbon; student council will tie on trees. At elementary level, it's about making healthy choices and there is no drug talk.
  - "Rancho Romero celebrates healthy choices!"
  - Spirit week 10/25 - 10/29 - happening next week; teachers have all talked about it.
  - Possible spring drug education for 5th graders? This may be something to think about for our 5th graders in the spring, as they transition to middle school. Could possibly have a sheriff or resource officer come talk.
- Rancho Outreach
  - Rancho Gives Back Thanksgiving Food Drive - dry food items and gift cards - RREF will take care of asking for gift card donations. There will be a sign up genius for each grade level; also to help fill bags. Kids can bring in food items and hopefully families will discuss about why we're doing this. Teachers can also touch on in class - about helping other families in need.
    - Provide 40 bags for Thanksgiving meal to families at our sister school, Coronado Elementary in Richmond
    - Students bring in food to donate 11/4 or 11/5 through 11/15 (only 5 or 6 school days)
    - Bag assembly on 11/16
    - Bag delivery to Coronado 11/16 or 11/17
  - Book and/or coat and/or school supply drive in December/January/February...details TBD
- Music position funds - the never ending discussion about the music teacher continues... the position was reposted on EdJoin. It's not a credentialed position so the pay is only \$19/hr. We could look into up-paying the position at some point or maybe look into finding money to pay a credentialed teacher. Mrs Smith (who does music at another school site) said this position is too low paying and not worth it. We decided to take the

\$17k back and reallocate to other needs around Rancho. Qali can keep pursuing leads. A Digital Marquee is in the works with RREF but we discussed spending \$5k on two water filling stations. Jackie motions; Sandra seconds, motion passed.

- PTA donated \$17,000 to school to fund a music position for 2021-2022 school year
- No one has applied for the position >> school willing to return the funds to PTA
- Proposing that we take the funds back, prepare an updated cash flow projection for 2021-2022 school year
- Proposing funds be reallocated to one-time music program/assemblies (parent-organized) + other needs at Rancho specifically water filling stations (2 x \$2500)
- Volunteer opportunities!!
  - Vision & Hearing Screening
    - Wed. 11/3, 8:30am - 12:45pm ~ 2 volunteers needed
    - Tues. 12/21, 8:30am - 12:45pm ~ 2 volunteers needed
  - Music program/assemblies
  - Help needed for one-time project to "audit"/review for 2020-2021 records
  - Still significant need for noon duty volunteers >> sign up using [this link](#)
  - Rancho outreach
    - Assistance in coordinating book, coat and/or school supply drive with Garrett Krueger
    - Signup Genius to come regarding Rancho Gives Back
- Other needs/concerns?

### Other Updates

- RREF update ~ Ally Krueger - Will be doing a See's Candies fundraiser again; also a Dine out night at Harvest on 11/3; Working on a Shopping Night for 11/30 - Flaunt, Lemon, Beyond Active and Cocina Hermanas w/a percentage of the night coming back to Rancho. RREF is pushing for 100% registration - it's free to register through the system, we just want to capture all student info. There are no classes with 100% participation, so we're doing a pizza party for 1st class to get to 100% and every other class after that will earn a popsicle party. There will be flyers in student folders.
  - Auction set for 3/19/2022 - Sonia Barnoff is this year's auction chair. Will be at Round Hill; auctioneer hired - he's new for us. Looking for a DJ, also someone to print brochures. Mrs Bali will use school messenger to help promote. Using Peach Jar but not as many people read that vs something directly from school or principal.
- DEIC (Diversity, Equity & Inclusion Committee) ~ Sandra Wilman
  - Review of Bullying Prevention Month & Unity Day
  - Next meeting date?
- Spirit wear store ~ Julie Rossing - ½ orders already shipped and other ½ are shipping today; a few items are backordered and will go out next week. We have extra water bottles that we'll give out to teachers because there was a minimum to order. We talked about bringing back spirit days for kids to wear their Rancho gear. There were 105

orders with over 300 items. Julie is working with a new vendor and so far it's been a good experience.

### **Upcoming Events**

- Red Ribbon Week ~ 10/25 - 10/29
  - Monday: wear red
  - Tuesday: wear pajamas
  - Wednesday: crazy hair
  - Thursday: sports' team apparel
  - Friday: Halloween costume
- Halloween Parade ~ 10/29, 9:15am
- Rancho Gives Back Thanksgiving Food Drive ~ 11/5 - 11/15
- Teacher holiday treats / cookie exchange ~ December
- Coat/Book/School Supply Drive(s) ~ TBD

### **Committee Updates & Standing Events**

\*\* Indicates most relevant to current meeting's discussion but all are welcome to provide any updates

### **WAYS & MEANS ~ VP POSITION OPEN**

- \*\* Online Registration ~ Christine Brashear
- Membership ~ OPEN
- Run Club ~ N/A
- \*\* Spirit Wear ~ Julie Rossing (discussed above)
- Eat Out for School ~ currently under RREF
- \*\* Yearbook ~ Kyra Barale
- Run for Education ~ OPEN

### **HOSPITALITY ~ Veronica Menta**

- New Families ~ Karen Halm
- Welcome Back Coffee ~ Veronica Menta
- Rancho Community Meet & Greet ~ Annalisa Graham
- August Staff Lunch / Staff Appreciation ~ Gina Halow
- Principal's Coffees ~ Mrs. Bali
- \*\* Holiday Cookie Exchange for Staff ~ Amy Skryja & Julie Rossing (discussed above)
- Teacher/Staff Appreciation Week ~ Veronica Menta
- Parent Mixers ~ TBD

**PROGRAMS** ~ Bridget Bradford - asked for other ideas for family events. Will check about doing a movie day in the MU on an early Wed dismissal; checking covid protocols. If it's ok, will look into a Dec Wed.

- Ice Cream Social ~ Bridget Bradford
- Family Fun Nights ~ TBD
- Talent Show (spring) ~TBD

- Carnival (last day of school) ~ Anna Matte & Ally Krueger
- PTA Art Reflections ~ TBD

## **HEALTH & WELLNESS**

- Garden / Harvest of the Month ~ Jennifer Harrington (teacher)
- \*\* Red Ribbon Week (10/23 - 10/31) ~ Annalisa Graham (discussed above)

## **RANCHO OUTREACH**

- Fall Event ~ TBD
- \*\* Rancho Gives Back ~ Annalisa Graham
- Pledge to Humanity ~ TBD
- Sister School Clothing Donations ~ Rotary Club of Alamo

**DIVERSITY, EQUITY & INCLUSION COMMITTEE (DEIC)** ~ Sandra Willman - [meetings are the 3rd Tues of each month via Zoom. Next meeting is 11/16. They'll start planning for Words Matter in Feb. Looking into an assembly and doing a rock garden.](#)

- Bullying Prevention Week
- Words Matter Week
- International Festival
- Calendar Observances
- No Place for Hate Campaign

## **SCHOOL SUPPORT**

- Room Parent Coordinator ~ Hanh Estep
- Book Fair (spring) ~ TBD
- Lunch/Recess/Yard Duty ~ Office staff
- School Pictures ~ Veronica Menta
- Kindergarten Welcome Day ~ TBD
- Kindergarten Info Night ~ Annalisa Graham

## **Pulse Check**

Are all families and children being positively impacted at Rancho? If yes, what's working? If not, what can we do to fulfill our mission to positively impact all children and families?

## **Any other business?**

## **Adjournment - [meeting adjourned at 9:42am](#)**

*Remaining PTA Association meeting dates for the academic year are as follows.*

Friday, December 10, 2021 - 8:15am

Friday, March 4, 2022 - 8:15am

Friday, May 13, 2022 - 8:15am