



Cunha Intermediate School Parent Teacher Organization (PTO)

600 Church Street, Half Moon Bay, CA 94019

<https://cunha.schoolloop.com/pto>

CunhaPTO@gmail.com

Tax Identification Number 71-0909516

PTO MEETING MINUTES

Date and Location	January 11, 2018, 5:30 pm, Cunha Intermediate Library
Attendees	Michelle Spencer (PTO President) Mark Alfaro (PTO Vice President) Kelly Rogers (PTO Secretary) Jo Fry (Financial Secretary) Kris Durham (PTO Treasurer) Karen Hoffman (Database) Seth Feldman (Principal) Jean Kuznick (Vice Principal) Sven Gasser (Teacher) Amy McVicker (Teacher) Lynn McVey (Parent) Jane Yuster (Superintendent)
Minutes Taken by	Kelly Rogers
Attachments	Treasurer's Report
Absences	

Introduction (Michelle)

- Michelle calls meeting to order at 5:37 pm.
- Michelle asks for review of November, 2017 meeting minutes. Michelle motions to approve November minutes, Kelly seconds. All in favor. Minutes approved.
- Michelle asks for review of December, 2017 meeting minutes. Michelle motions to approve December minutes, Kris seconds. All in favor with noted change. Minutes approved.
 - 8th grade state science test. Change text.

District Report (Jane Yuster)

- Cabrillo Unified School District Superintendent Jane Yuster provided an abbreviated “State of the District.” To see it in its entirety visit the CUSD website.
- To gauge the success of the district, we should look at the 2017 graduating class.
 - Many went to prestigious universities like Stanford, Harvard, and Brown and comprised of students from all of the elementary schools (Hatch, Farallone View, El Granada and Kings Mountain).
 - The graduation rate at HMBHS is 95% which is higher than in the State or county.
 - When asked “Do they belong” 76% of students say they strongly belong to school community.
 - 80% of students participate in extracurricular activities.
- Pilarcitos Alternative High School
 - In 2017, it had the highest graduation rate in its history! Principal and staff doing an awesome job.
 - The students (and staff) are excited about the new campus. It has all facilities that HMBHS does, only on a smaller scale.
 - The school is doing an outstanding job of linking the students to the community college campuses.
- Kinder to High School – overview of the district
 - Cabrillo comprises of 135 square miles – largest in area ; La Honda/Pescadero next biggest. In land volume, the two districts comprise of 30-40% of all the land in San Mateo County.
 - The district is made up of 3,250 students, 300 teachers/employees, four elementary schools, one middle school and one high school.



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- We are a tight-knit community where everyone knows each other.
- What do we teach?
 - Core courses
 - Enrichment classes: arts, drama, band, experiential classes (gardens, nutrition, recycling), technology (computers, Maker Space) and sports. All students are encouraged to join a club or create one if it doesn't exist.
 - Art and enrichment are what keeps the students engaged, active and happy.
 - Our facilities (like the new Event Center) are among the only such facilities in our entire community and are in use every day.
 - Social and Emotional Learning (SEL) – The district now provides School Link Services at every campus (group and individual counseling).
 - Our district can offer all these enrichment opportunities as a result of its strong parental support.
- The district is beginning to offer Parent Education K-12. District received \$100k from the San Mateo County.
 - It is starting in the elementary schools headed by Caroline Morton, Jane Kingsley and another counselor. There are also six interns (one at each campus) and more will be added next year.
- Future of the District:
 - Upgrading facilities: In 2012 Measure S passed and CUSD was awarded an \$81M bond for infrastructure needs.
 - Those funds have been spent on the following:
 - Modernizing Pilarcitos Alternative HS
 - Phase 1 of remodeling/modernizing Hatch is complete. Phase 2, the Kinder wing is next and then Phase 3, the field.
 - Constructed the Event Center (with the Boys and Girls Club).
 - High security locks were installed on campuses and black security gates at Cunha.
 - The first round of technology devices (computers and smartboards) were purchased as well as the infrastructure (internet and wifi) to support them.
 - HS track and field was redone with synthetic turf (made with cork!). There are a few issues with neighbors about the lighting.
 - Additional infrastructure projects:
 - Will use funds from Measure S to fix the Cunha C Building. The district has filed numerous law suits to recoup funds, but this will take years. Currently we are awaiting approvals from the Division of State Architects and then we will be in full construction.
 - Extent of repairs: all stucco must come off (worst on south wall), need to replace all the windows as the flashing was installed upside down, need new roof and drainage patterns (existing drained into the bldg). The entire building will not be gutted nor leveled, but it will be a “monster remodel project.”
 - Rest of Cunha needs reroofing
 - HMBHS Bldg A is same as 50 years ago. It needs to be modernized. Want to replace lights with energy efficient LEDs.
 - El Granada Elementary has leaky roofs which need to be replaced.
 - Need to refresh technology at all campuses.
 - Investigating a program where incoming 6th and 9th graders will be issued a computer that they use for their entire duration at Cunha and HMBHS. At the end of the three (or four) years, the computers will be given to students or recycled.
 - Board is looking for another bond to help get funding for future infrastructure projects
- California State Governor states that the schools are now “fully funded” but that only brings us back to the funding levels of 2007-08 school year.



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PTO Business (Michelle):

- Action Item Follow Up from Prior Meetings:
 - Jared to get Gizette's contact info from Michele Oldman for possible grant writing. Done
 - Michelle to talk to Jon about setting up fans for dances. Done
 - Seth to submit Brain Pop invoice to Kris. Done
 - Kris to cut check for \$3,700 to Cunha Intermediate School for Teacher Classroom Funds. Done
 - Meet in the library to start the conversation about restructuring what/how PTO funds. Done
 - Thank you card for Kristen O'Brien and Melissa McGuirk for Teacher Appreciation Luncheon. Done

Treasurer's Report (Kris)

- Kris has been getting many emails on how the teacher reimbursement process for the \$100 per teacher works. A Staff Meeting is scheduled for January 23rd where Seth/Jean will explain the process.
- Kris read Thank You cards from teachers – funding (Asilomar) and Teacher Appreciation luncheon.
 - Sven's favorite part of luncheon was food. Amy thanks us parents for our support.

Admin Report (Seth/Jean)

- Amended supervision on street – due to bad weather days – people running stop sign. Now two teachers at Kelly Street crosswalk (one on each side).
- Seth wants to expand the electives offered to 7th and 8th graders to include French 1a and 1b, Drama 8 and Study Hall. The 6th graders will continue to have wheel. To gauge interest, 6th and 7th graders will be signing up for these classes. Depending on the interest, he will go to district to request funding. Unsure if he will get funding, but will advocate for the students based on interest.
- **Action Item:** Mark to follow up with the HS to see if volume of buzzer in EC can be reduced.
- Calendar Items:
 - Jan 18 Science Fair – Doors open at 7 pm – Awards at 7:30
 - PTO to wear their PTO shirts
 - **Action Item:** Michelle will get t-shirts to all PTO members before Jan 18th
 - Feb 1 at 7 pm is the 5th grade open house ;
 - PTO to wear their PTO shirts
 - Feb 9 next school dance.
 - Feb 15 Spaghetti Feed to support athletic programs
 - By next meeting the honor roll field trip will be scheduled. Four possibilities: Chabot Space Center in Hayward (cheap), Academy of Science (expensive), UC Berkeley (canoeing, ropes), or SF States Leadership Institute's ropes courses.

Adjourn (Michelle)

- Meeting adjourned at 6:33 pm
- Next PTO meeting Board meeting at 5:30 pm on February 8, 2018 in the Cunha library.



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Assigned	Action	Responsibility	Due Date
11/9/17	Meet with Seth for funding the 1-day 7 th grade Outdoor Ed	Michelle & Kris	2/8/18
11/9/17	Meet with Sierra Plumb to plan something for students who don't go to Outdoor Ed.	Michelle	2/8/18
11/9/17	Talk to CEF (Amy Broome) in March to determine what CEF is funding to help PTO to better plan our budget in May.	Michelle & Kris	2/8/18
12/14/17	Set up 30 computers in Event Center during Back-to-School Night to allow parents to complete Parent Surveys.	Seth/Michelle	9/1/18
1/11/18	Get t-shirts to all PTO members before Science Fair	Michelle	1/18/18
1/11/18	Talk to HS about EC buzzer volume.	Marc	2/8/18

PTO Meeting Schedule

Second Thursday of each month at 5:30 pm in the Cunha Library (with the following exceptions)

September 14	February 8
October 12	March 8
November 9	April 12
December 14	May 10
January 11	June 7 (this is the 1 st Thursday due to end of year on 2 nd Thursday)

Important Dates

6th Grade Orientation - August 17, 2017 9 am
 Back to School night - September 7, 2017 6pm
 Outdoor Education 6th graders - October 23-27, 2017
 Dances 6:30-9:00pm – 10/20/17, 12/8/17, 2/9/18; 7-9:30 pm - 4/13/18, 6/8/18
 ELAC meetings 6:00pm at Cunha Library - Sept 19, 2017, Nov 28, 2017, March 13, 2018, April 24, 2018

Annual Giving Drive - September 15, 2017
 Honor Roll Field Trip – November 29 ??, 2017 and April ???
 Book Fair - October 27-Nov 3, 2017 (Oct. 26 set up and teacher preview) and May ??
 Teacher Appreciation Luncheon - December 7, 2017 and May ???, 2018
 ELAC Appreciation Luncheon – December 14, 2017
 Science Fair - January 16-19, 2018

Washington DC Trip 8th graders - February 19-23, 2018
 5th grade parent night – Feb 1st 7 pm
 Open House - May 17, 2018, 6pm
 Superbowl Trip – TBD
 Promotion - June 13, 2018, 6pm
 Last Day of School/8th grade field trip - June 14, 2018