

Hooker Oak School PTO
A Hands-On, Thematic Learning Community
Meeting Agenda August 30th, 2018
*****Hooker Oak School Library 6:00 pm to 8:00 pm*****



Meeting called to order at 6:02 p.m. by Sessa Zinn

I. Welcome and Introductions

PTO Members in Attendance: Sessa Zinn-Ansorge, Amie Riesen, Melissa Rose, Rita Barron, Callie Bilinski, Nicole Phillips, Rachael Dimon, Michelle Ahearn, Jennifer Campbell, Erim Celik, Sue Peterson, Selena Littrell-Poon

Classroom Reps: Lindsey Sedar, Lisa Phizackerley, Sarah Christensen

Teachers/School Staff in Attendance: Brian Holderman, Stacy Calderon, Gabby Homesley, Sarah

Secretary: Amie Riesen

Parent/Guest: Richard Astley, Debbie Astley, Becca Hansen, Jennifer Edwards, Alison Rice, Sarah Van Hout, Stephanie Dillard

PTO Members Absent: Kelli French, Heather Duggins, Sarah Eblin, Jen Parks, TC Argel

II. Appreciations

Welcome to the new school year! What a great turn-out! We are excited to help share information throughout the campus.

Sessa Zinn to board for all of your contributions

Brian to Michelle and green committee for working on the nature center and re-homing the turtle

Callie Bilinski to Melissa Rose for taking on Treasurer Position which is so critical

Sessa to Heather Duggins for helping to facilitating the parent fair; it was a great turn-out

Brian to Callie Bilinski and Rita Barron for counting kids for T-shirts and for the most fabulous T-shirts ever!

Melissa Rose to Rita B and Callie B for Jog-a-thon coordination

Melissa Rose to Selena Littrell-Poon for all of the professional publications and the website updates

III. Guest Participant

a. Gabby Homesley – School Counselor

She is new to school counseling, was at PV last year, now at PV 2.5 days and at Hooker Oak 2.5 days per week (T/Th all day + Fri until 11). She has received a warm welcome and hopes to be and advocate for our kids. Her door is open and encourages an email any time. Q: what will you be doing with kids? A: mostly working with 3-5th grade, social skills, PBIS, promoting life skills, group and individual counseling, out at recess with kids. Guidance specialist works more closely with TK-2nd grade though efforts are coordinated for consistency. Q: How do kids get referred for individual counseling? A: She is primarily relying on teachers and parents to reach out for intervention.

IV. Action Items

- a. Approve May PTO Meeting Minutes: delay to share at Sept meeting. Amie will email all approved minutes to Brian for posting on the website.

V. Principal Report

- a. Summer projects: shade structure over kindergarten playground, office remodel (still need wainscoting completed). Thank you PTO for help and the Lowes grant - adult bathrooms will be updated, Lowes has helped with nature center clean-up and pond liner, Lowes helping with grant development to replace hallway windows. Marty doing the mural painting on back of school, theater stage floor refinished, green room in progress, new curtains coming from another theater, and a new projector is up!
- b. Future projects: We are growing, now we have the same number of student as when we still had 6th grade! Two new portables coming in Nov by the music room.
- c. Vision of school: proposing local art work decorating the campus – want to model what we are promoting. Want the campus to have essence of art is important to our school. Chico is one of the top 100 art cities. If we do well with fundraising for Jog-a-thon, proposing to PTO that we pay to adopt a new art curriculum for the grades. Art connected, hands-on curriculum plus student workbook, plus supplies for every student. Cost is \$23/child; \$7200/yr. Keeps with social studies thematic curriculum, have program through 8th grade. Would like vote next month; designer will meet with staff on 9/24 for input.

- d. Will have bid soon for windows in the hallway. Pushing independent contractors to do some repairs as opposed to adding a new building.
- e. Parent portals: It's important to use these and it will follow student all the way through high school.
- f. Teachers: Rita retired last year, Melinda moved to 5th grade, Autumn new 1st grade, Sarah new teacher, Marissa new in cafeteria, Megan new fine arts specialist, Gabby Homesley new counselor. TK is new this year (Monica Brown), down to 2 kinder teachers and kinder went full-day this year. Learning center moved to room 23. New aids include Betta, Shoko, Leah, Nicole and Melonie.
- g. New this year: arts with Mr. Gimbel for 4th and 5th grade
- h. Had full-staff 3-day training for Highly Effective Teaching (HET) before the start of the school year!
- i. Hooker Oak acknowledged twice at all-school get together: attendance rates highest, largest improvement in ELA scores.
 - i. ELA – 14% to 31% above grade level; 42% to 19% below grade level. We've implemented daily 5, wordly wise, writing program all contributing to the success. This year working on breaking down the word to get the meaning rather than guessing. This year, we are starting to show kids why the assessments are important to show what they really know – getting them on board with testing showing improvements.
 - ii. Math- from 19% to 25% above grade level; 53% to 42% below grade level. Improved, but not quite as drastically as ELA. Looking at math programs. There were improvements, but not as much as ELA. Will likely adopt a new math program next year. Science standards – districts provided kits (need help with organizing for easy access).
- j. Assemblies: 3 screens assembly is first assembly of the year. Great lessons with clever films. Hope to bring a motivational speaker in the spring, likely March. Hope to have a few more throughout the year.
- k. Sprouty club/family events: proposing recycled art competition be considered
- l. If anyone is on campus over the weekend or off hours, please be sure to close the doors all the way and that they are latched.
- m. The \$1000 budgeted in curriculum: Brian is proposing that money go toward keyboarding without tears full-site license \$2085.

Sesha commented that we rely on PTO members and parents to share this information to extend this to other families not present. We value transparency and encourage participation.

VI. Teacher(s) Report

- a. Stacie – Kinder going full-day. Talking a lot about EVERYONE being thematic. Both K classes have 28 kids
- b. Sarah – 2nd grade team working well together developing their themes; staff extremely welcoming; parent community is very respectful and welcoming

VII. PTO- Board Member Reports

- a. President/Vice-President
 - i. Congratulations to newly elected members: Heather is VP. Events committee is looking one more member. If interested, please reach out to Callie and Rita. Another open position is with corporate liaison team – many business want to support our school and events, but we just need to ask! Speak with Erim if interested. Other positions available are classroom reps to attend meetings and share out information with families in their classroom to encourage participating and share key points – touch base with Rachael for more information.
 - ii. Training of new members – if you need further training, connect with Sesha now! Many have been training over the summer, but want to continue cross-training.
 - iii. Membership forms – all PTO board members to complete a form distributed at the meeting and give to Sesha
 - iv. Meeting facilitation and group guidelines – We are role models for our children and the philosophy for the school – be respectful! We want to have clear communication. Bring forth issues and concerns in a respectful way. We want to hear your feedback and have constructive responses.
 - v. Becki is fielding MANY questions – there's been a lot in the first few weeks. Please remember to appreciate her. Remind parents, PTO Facebook page is a great place to pose questions and quickly respond, also information available on PTO website.
- b. Events/Fundraising

- i. Jog-a-thon – Envelopes have been delivered to each classroom and should be coming home. The website we use for collecting donations will stay as is for this year, but we can consider changing it for next year. Reminder that every dollar comes back to the kids and this is the only event where we ask kids to help with fundraising! Because the school is turning 70 this year, it will be a 70's theme. Food service will do BBQ for us plus Jamba Juice. Raffle prizes include bike, two Kindles, 20 spots on the float at Parade of Lights, signup will come out to solicit for parent helpers.
 - ii. 70's Dance Party is coming up on 9/14. There will be a DJ, disco ball, birthday cake, etc. Come have fun dressed in your 70s attire!!
 - iii. Gear – Will send out a pre-order form soon. Field trip T-shirt order going out soon.
 - iv. PTO Bulletin Board – need monthly updates and we are looking for PTO members to help decorate.
 - v. 2018/2019 Event Dates – half sheet being routed that lists all of the PTO events and meetings. There's a calendar on the website – forward more information. T-Bar will be our first monthly Hooker Oak night out in October, details coming soon.
- c. Corporate Liaison – new position getting started
 - i. Field Trip T-shirt Sponsorships: Families can donate \$100, goes toward your jog-a-thon amount raised and your name goes on the T-shirts used all year long.
 - ii. Other opportunities for sponsorship: Don't want to solicit the same people/businesses repeatedly. Trying to come up with different tiers of sponsorships. Usually we ask for sponsorships for T-shirts and Spring Fling, but we could promote our sponsors at many events (i.e. theater programs). We are open to ideas to solicit business support. If anyone knows any business that may want to donate items or funds, contact Erim via email (located on HookerOakPTO.com website).
- d. Publicity
 - i. Updating of www.hookeroakpto.com website and training: Selena has been working on site. Any sections that we want to add, let Selena or Nicole know. Have a calendar that feeds into it. Plan to highlight the upcoming events so people can get more information – we don't want parents to feel as if they don't know what's going on. We will add the PTO meeting minutes to the website also.
 - ii. Facebook page: Several members can add posts, will strategize about adding posts. Events committee will post about events, other items can go to Selena. Add posts to address FAQs, appreciations, and other topics. We want more content than just events.
 - iii. Hooker Oak school website: Will be linking to HookerOakPTO.com so the school website and PTO website are easily accessible. Parent info located in bottom right corner of school events. The Sprouty newsletter goes out Fri for following week and also up on school website.
 - iv. Events Flyer: A single page PDF with the whole year of events is available on the website
 - v. Box tops: Add box tops to bucket at the front table. It's free money!
- e. Arts Committee
 - i. Peter Pan Auditions: 9/12 and will take all kids who audition. Sara and Jen coordinating. Show is first weekend in Dec. Rehearsal schedule will be available at audition day. It's important that kids attend all rehearsals.
- f. Parent Volunteer Coordinators
 - i. Still checking on sign-ups on the doors. They are nearly all filled out, but still just looking for a few more room reps. Suggest consider reducing number of positions next year, remove roles that are no longer necessary. Suggest someone not on the PTO to be classroom rep.
- g. Green Committee
 - i. Update on work day: Lowes helping to develop the nature center and good parent support from parent fair – building group email to solicit for support. It is CA native themed ecosystem with running stream and pond. Work day on 8/6, getting area prepared for the work to be done. Thus far the focus has been on the nature center, but will be working on additional projects. We will coordinate with 4th grade for composting program.
- h. Treasurers Report
 - i. Budget update: see attachment on last page.

- ii. Update bank signature cards with President, Vice President, Secretary and Treasurer – in progress! Will have Pres, VP, Treasurer, and Secretary on Tri Counties account and will have debit card this year to help assist with purchases.
- iii. Paypal set up status: We are now connected to bank account and will be ready for accepting jog-a-thon donations!
- iv. Procedures: Melissa working on a workflow for the treasurer to document processes including maintaining 501C3 status, bank account signatories, etc.
- v. Teachers can submit receipts for reimbursement up to \$100 any time; classroom disbursement amounts will be voted on (typically in Oct after Jog-a-thon amount is known, and early spring). PTO has earmarked \$13,000 for classroom disbursements this year. Brian proposing % of disbursement 3x per year, largest amount in first disbursement. Putting proposal on the table that a vote will occur in Oct to determine amount and timing of classroom disbursements.

VIII. Classroom reports-Room Reps - None

IX. Old Business - None

X. New Business

- a. Sarah will lead up Spring Fling committee to coordinate that event!
- b. We are looking for a lead for the Parade of Lights float. Rachael will donate the truck and float to use the night of, but will not be coordinating the event.

XI. Adjourn

- a. Next PTO Meeting – Thursday September 20th 6-8pm in the Hooker Oak Library

Meeting adjourned at 8:04pm by Sesha Zinn

See next page for budget update attachment

Hooker Oak PTO
Budget Report 2018 Financial Year

Print Export To PDF Export To Excel

41,661.07

Carry Forward from Prior Year

1 Fundraising	Budget Income	Budget Expense	Net
Jog A Thon	27,000.00	5,000.00	22,000.00
Soup and Serenade	1,300.00	100.00	1,200.00
Performing Arts	3,800.00	1,800.00	2,000.00
Art Show	450.00	150.00	300.00
Spaghetti Feed	2,200.00	200.00	2,000.00
Spring Fling	21,000.00	11,000.00	10,000.00
Carnival	3,500.00	1,500.00	2,000.00
Miscellaneous Income	2,000.00	-	2,000.00
Sponsorships	3,000.00	-	3,000.00
Carryover from Last Year	3,000.00	-	3,000.00
Total	67,250.00	19,750.00	47,500.00

2 Direct Student Services	Budget Income	Budget Expense	Net
Targeted Case Management	-	175.00	-175.00
Classroom Disbursements <i>.74.52 = 12,925.43</i>	-	13,000.00	-13,000.00
Curriculum Programs <i>-52.01 = 947.99</i>	-	1,000.00	-1,000.00
5th Grade Field Trip	-	2,000.00	-2,000.00
Field Trips Assistance	-	3,000.00	-3,000.00
Band Concert	-	250.00	-250.00
Book Fair	-	250.00	-250.00
The Arts <i>-572.75 = 3527.25</i>	-	4,500.00	-4,500.00
Technology	-	3,000.00	-3,000.00
Assemblies	-	2,000.00	-2,000.00
Recess Sports	-	1,000.00	-1,000.00
Green Committee	-	2,000.00	-2,000.00
School Improvements <i>-42123.88 -123.88</i>	-	2,000.00	-2,000.00
Sprouty Club / Family Events	-	2,000.00	-2,000.00
Total	-	36,175.00	-36,175.00

3 Indirect Student & Admin Svcs	Budget Income	Budget Expense	Net
Liability Insurance	-	650.00	-650.00
Teacher Appreciation	-	300.00	-300.00
Paper, Postage, Copies, Supplies	-	250.00	-250.00
Anti-bully Week	-	200.00	-200.00
Bank & Foundation Fees	-	100.00	-100.00
Parade of Lights	-	400.00	-400.00
PTO Bulletin Boards <i>-6.44 = 193.56</i>	-	200.00	-200.00
PTO Hospitality <i>-53.10 = 146.90</i>	-	200.00	-200.00
Tax Processing	-	25.00	-25.00
Spirit Gear	-	1,500.00	-1,500.00
Field Trips T-shirts <i>+1000</i>	-	4,000.00	-4,000.00
Miscellaneous Expenses	-	500.00	-500.00
Carryover to Next Year	-	3,000.00	-3,000.00
Total	-	11,325.00	-11,325.00

BUDGET TOTALS	Budget Income	Budget Expense	Net
	67,250.00	67,250.00	-

\$8510

11,800

2200