

Hooker Oak School PTO
A Hands On Thematic Learning Community
Meeting Agenda-September 19, 2019
****Hooker Oak School Library 6-8 p.m.**

Meeting called to order at 6:03pm by Heather Duggins

I. Welcome and Introductions

PTO Members in Attendance: Heather Duggins, Melissa Rose, Rita Barron, Amie Riesen, Nicole Phillips, Rachael Dimon, Sue Peterson, Christine McAdams, Alison Rice, Morgan Boyd-Woznica
Classroom Reps: **Nathan Castillo**, Lisa Snyder, Crystal Marsh, Shannon Brown, Monica Brown, Kerri Rhyne, Angela Donnelley, Jennifer Brown Hund, Lindsey Sedar
Teachers/School Staff in Attendance: Emily Mullins (Principal), Melinda Hildebradt (4th), Stacy Calderon (K)
Secretary: Amie Riesen
Parent/Guest: Mayela W, Jessica Mew, Callie Bilinski
PTO Members Absent: Selena Littrell-Poon, Sara Van Hout, Michelle Ahearn

II. Appreciations

- a. Heather to Morgan – getting sponsors for field trip T-shirts
- b. Nicole to Rita and Melissa for all of the support with the Jog-a-Thon (JAT)
- c. Lisa to Brian and Stacy for various forms of support for her student
- d. Morgan to Rita for helping keep everything organized
- e. Heather to Emily for being a good supporter of our students and always making herself available to them
- f. Melissa to Sarah Van Hout for accountant recommendation – great to have an accountant to review the books and submit tax forms

III. Guest Participants

- a. None known at time of prep

IV. Action Items

- a. Approve August minutes- approved unanimously

V. Principal Report

- a. Learning center is up and running and baseline assessments are completed. PBIS team has been reinstated. A new guidance counselor will be hired in the next few weeks. The 3rd – 5th grade teachers are planning a day long retreat to unpack the math standards to better support the learning.
- b. Suessical cast has been announced and Brandon has started practices with the students.
- c. Record today: 6 positive office referrals today – awesome! Total of 55 students reached thus far through the positive office referral program.

- d. The district has decided to hold a remembrance of Camp Fire on Nov 7th (8th is non-school day). We are open to ideas of what we want that to look like at HO.
- e. Emily starting in October & November a Tues/Thurs morning running club at 7:45am-8:05am open to all students.

VI. Teacher Report

- a. Melinda – working on performing arts field trips, using baseline assessment to help shape curriculum, 4th grade finishing first unit on SS in CA – finishing slat dough maps. Monica was a guest speaker to student about using online library.
- b. Stacy – finishing up unit on getting to know our school community – interviewed 8 people across campus. Today started the apple unit which will then move right into pumpkin unit. Kinder will go with big buddies to a play in a few weeks.
- c. Monica – District Librarian: Chico Sunrise Rotary has agreed to add murals to the library, added shelving and rearranged, overall beautification. Proposing we create a school vending machine filled with books for student to earn (via sprouties possibly). Working on how we could fundraise for this idea – the main cost is the machine itself ~\$3600, anticipate books would be donated.

VII. PTO Committee Report

a. Co-Moderator - None

b. Events/Fundraising-Jog-a-thon

- a. JAT: Kids have raised over \$7K to date online. Schedule of run times have been sent out to teachers, sign up for day of support available. Goals for fundraising for the event...propose \$25K goal with a large incentive (i.e. free skate night). This will be added online. Lunch on the green will be available for every student.

- b. H.O. Night out - Oct 8th Jersey Mikes 4-8pm, 20% comes back to the school

c. Corporate Liaison-Corporate Sponsors and Staff Meeting

- a. Corporate sponsors – many returning and several new totaling \$2500 right now, ~\$1,500 for family donations also which will also count toward JAT
- b. Staff meeting – teachers were inquiring about JAT schedule and that has since gone out. The focus of the staff meeting was on school community and overall support for the students.

d. Publicity - None

e. Arts Committee-Soup and Serenade/Seussical

- a. Callie B. and Sheryl Hubbard will be helping with Soup & Serenade – thank you! It's coming up on 10/25!
- b. Seussical rehearsals have begun, costume and set planning also underway. Need help with clearing out items currently stored in the stage area. Oct 26th

could be a good day for a parent volunteer work day to help with clean up and organizing...more to come.

- c. No parade of lights this year – no one to coordinate (note: this changed after the meeting)

f. Parent Volunteer Coordinator

- a. Looking for class rep for TK and Sarah's 1st grade.

g. Green Team

- a. Sat 9/7 meeting was dedicated to planning for this year. This year will have more focus on revamping the garden area and developing school recycling program (will have follow up with Beth re: possible legacy project). Still working on the logistics of sorting recyclables, so this may be more of an educational program first before implementing process. Discussed monthly work days for maintenance for nature center and garden area revamp. The team proposed every 3rd Saturday, more details to come. We will coordinate garden efforts with Lori also. The team will be exploring school garden grant opportunities. Team will also send thank-you letters to the district for the A/C unit collaboration. A future clean-up day (10/19) will be combined with an MPR clean-up/organizing efforts too.

h. Treasurer Report

- a. Taxes are done, accountants time was donated! Thank you ☺
- b. Grossmans donate every year, usually for JAT, but this year donation will be deposited in a school account, rather than a PTO account, specifically for garden area use.

VIII. Classroom Rep Reports

- a. Katie (5th) – Working on theme reports (newsletter, ppt presentation, book, etc.)
- b. Autumn (2nd) – Field trip to see Mary Poppins. Will go to pumpkin patch in a few weeks for a STEM activity. We are halfway through the kindness book, Wonder, and will celebrate soon. Students will write their own fairy tale.
- c. Beth (5th) - First field trip to Amber Grove, writing group newspapers, preparing for long field trip on Nov 22 to Oakland – NASA space simulation,
- d. Erica/Kristin (TK) – students are learning to spell their names, working on building huge class color wheel
- e. Kelly (3rd) – magnets and motion unit, going to math lab at Chico State tomorrow
- f. Tracie (3rd) – same as Kelly
- g. Maggie (K) – ABC boot camp. Next week the students will create a vest with a particular letter and then do a fashion show. Field trip to pumpkin patch coming up on 10/4.
- h. Jennifer (1st) – learning about maps. Next week field trip to library. Learning to jump rope. Thank you PTO for fundraising – helped pay for ball chairs and Laxson field trip.

- i. Friend (2nd) - Character traits, fairy tales, and story elements. Life skill of respect and do unto others. Field trip coming up to Laxson - Rainbow Fish.

IX. Old Business

- a. **Purchase of Tablet** – Approved unanimously
- b. **Reimbursement Request for New Teacher** – Idea was to give an additional disbursement for teachers new to the school. If a new budget line item, bring this to the budget development meeting. If this is a request for disbursement, this should be tabled until after JAT until we have more money in our PTO budget to make an informed decision.
- c. **Purchase of Blue Tooth Speaker in lieu of DJ** – Approval is not needed as we will be using an existing line item in the budget. Emily and Nicole will investigate and purchase soon.
- d. **Purchase of ad in Growing Up Chico (introduced through email)** – No budget line so we do need a vote to use misc. expense budget. The ad would include a short paragraph about Hooker Oak to feature in the Alternative School issue. It runs Nov-Jan and the cost is \$150. The objective would be to keep our exposure and our enrollment numbers up. Approved unanimously.

X. New Business

- a. None

XI. Adjourn

Meeting adjourned at 7:34pm by Heather Duggins

Next PTO Meeting-Thursday, October 17, 6-8 p.m.

9-19-19

PTO Contacts 2019-2020
Rev. 9-15-19

NAME	POSITION	PHONE	EMAIL
OPEN	Co-Moderator		
<i>JD</i> Heather Duggins	Co-Moderator	(408) 781-7553	smonderful@gmail.com
<i>MR</i> Melissa Rose	Treasurer	(530) 524-2980	melissaprose@gmail.com
<i>RR</i> Rita Barron	Treasurer	(530) 518-5878	rah020509@yahoo.com
<i>RR</i> Amie Riesen	Secretary	(530) 781-2170	ariesen@csuchico.edu
<i>MP</i> Selena Littrell-Poon	Public Relations Coordinator	(916) 802-8983	selena@littrelldesign.com
<i>MP</i> Nicole Phillips	Events Coordinator	(530) 570-5520	nicolemichele121@aol.com
Sara Van Hout	Events Coordinator	(530) 228-8150	sarahvanhout@gmail.com
<i>JD</i> Rachael Dimon	Parent Coordinator	(805) 630-6247	rachael_kotar@yahoo.com
<i>JD</i> Sue Peterson	Arts Committee Coordinator	(530) 592-9893	bk2nocal@gmail.com
OPEN	Arts Committee Coordinator		
<i>CM</i> Christine McAdams	Arts Committee Coordinator	(646) 320-6600	mccarroto0@gmail.com
Michelle Ahearn	Green Committee		s.michelle.ahearn@icloud.com
OPEN	Green Committee		
<i>AR</i> Alison Rice	Green Committee	(530) 864-3030	alison.rice@yahoo.com
<i>MM</i> Morgan Boyd-Woznica	Corporate Liaison	(530) 966-5399	MORGAN.BEVERINO@YAHOO.COM
OPEN	Corporate Liaison		
<i>NC</i> Nathan Castillo	Classroom Rep, Room 1 Chesebro, Autumn	(530) 566-3548	Nathancastillo433@gmail.com
Katee Riesnger	Classroom Rep, Room 2 Akins	(530) 990-4565	KateeSellsHomes@gmail.com
Sendi Barrett	Classroom Rep, Room 3 Friend, Kim	(530) 519-9202	
<i>AS</i> Lisa Snyder	Classroom Rep, Room 4 Dudowski, Tracie	(530) 566-7696	lisasnyder5281@gmail.com yahoo.com
<i>CM</i> Crystal Marsh	Classroom Rep, Room 5 Dennis, Kelly	(530) 521-1534	rocha_c@rocketmail.com
TBD	Classroom Rep, Room 6 Pendergrass, Katie		
Lisa Phizakerly	Classroom Rep, Room 7 Copper, Michelle	530-566-5168	lisaphizackerley@yahoo.com
<i>SB</i> Shanon Brown	Classroom Rep, Room 9 Geise, Beth	(530) 570-4027	sbrown0500@gmail.com
<i>MS</i> Monica Brown	Classroom Rep, Room 10 Hildebrandt, Melinda	(530) 864-9494	mabrown@chicousd.org
<i>KR</i> Kerri Rhyne	Classroom Rep, Room 14 Rossovich, Jennifer	(530) 894-5292	klbrownfield@yahoo.com
Sheryl Hubbard	Classroom Rep, Room 15 Groody, Megan		
TBD	Classroom Rep, Room 16 Oldfield, Sarah		
<i>KB</i> Angela Donnelley	Classroom Rep, Room 21 Calderon, Stacy	(925) 872-2663	adonnelley@hotmail.com
TBD	Classroom Rep, Room 22, Hudson/Privett		
<i>MB</i> Jenn Brown Hund	Co-Classroom Rep, Room 20 Ricketts, Maggie	925-548-0524	jbrownhund@gmail.com
<i>YS</i> Lindsey Sedar	Co-Classroom Rep, Room 20 Ricketts, Maggie	831-331-8880	lindsaydosch@yahoo.com
<i>EM</i> Emily Mullins	Principal		emullins@chicousd.org

MM Melinda Hildebrandt Teacher (4th)

mw Mayela Mckham parent

530-521-9906 ranallaphotography@gmail.com

Jessica Mew parent

510-258-8441 jessicamew@gmail.com

CB Callie Bilinski

Hooker Oak PTO FY 2019
Income and Expense Compared to Annual Budget
07/01/2019 - 06/30/2020

1 Fundraising	Actual Income	Budgeted Income	Actual Expenses	Budgeted Expenses	Actual Net	Budget Net	More/-Less
Jog A Thon	\$325.00	\$25,000.00	-\$1,559.54	-\$5,000.00	-\$1,234.54	\$20,000.00	-\$21,234.54
Soup and Serenade	-	\$1,600.00	-	-\$600.00	-	\$1,000.00	-\$1,000.00
Performing Arts	-	\$6,000.00	-	-\$2,500.00	-	\$3,500.00	-\$3,500.00
Art Show	-	\$650.00	-	-\$150.00	-	\$500.00	-\$500.00
Spaghetti Feed	-	\$2,000.00	-	-\$200.00	-	\$1,800.00	-\$1,800.00
Spring Fling	-	\$25,000.00	-	-\$15,000.00	-	\$10,000.00	-\$10,000.00
Carnival	-	\$3,500.00	-	-\$1,500.00	-	\$2,000.00	-\$2,000.00
Miscellaneous Income	\$188.82	\$2,000.00	-	-	\$188.82	\$2,000.00	-\$1,811.18
Carryover from Last Year	-	\$10,000.00	-	-	-	\$10,000.00	-\$10,000.00
Sage Grant	\$1,750.00	\$3,500.00	-\$214.29	-\$3,500.00	\$1,535.71	-	\$1,535.71
1 Fundraising Totals	\$2,263.82	\$79,250.00	-\$1,773.83	-\$28,450.00	\$489.99	\$50,800.00	-\$50,310.01
2 Direct Student Services	Actual Income	Budgeted Income	Actual Expenses	Budgeted Expenses	Actual Net	Budget Net	More/-Less
Targeted Case Management	-	-	-	-\$175.00	-	-\$175.00	\$175.00
Classroom Disbursements	-	-	-\$100.00	-\$11,850.00	-\$100.00	-\$11,850.00	\$11,750.00
Curriculum Programs	-	-	-	-\$1,500.00	-	-\$1,500.00	\$1,500.00
Classroom Scholarship Fund	-	-	-	-\$3,000.00	-	-\$3,000.00	\$3,000.00
Band Concert	-	-	-	-\$250.00	-	-\$250.00	\$250.00
The Arts	-	-	-	-\$4,000.00	-	-\$4,000.00	\$4,000.00
Technology	-	-	-	-\$3,000.00	-	-\$3,000.00	\$3,000.00
Assemblies	-	-	-	-\$2,000.00	-	-\$2,000.00	\$2,000.00
Recess Sports	-	-	-	-\$1,000.00	-	-\$1,000.00	\$1,000.00
Green Committee	-	-	-	-\$2,000.00	-	-\$2,000.00	\$2,000.00
School Improvements	-	-	-	-\$2,000.00	-	-\$2,000.00	\$2,000.00
Sprouty Club / Family Events	-	-	-	-\$1,500.00	-	-\$1,500.00	\$1,500.00
2 Direct Student Services Totals	-	-	-\$100.00	-\$32,275.00	-\$100.00	-\$32,275.00	\$32,175.00
3 Indirect Student & Admin Svcs	Actual Income	Budgeted Income	Actual Expenses	Budgeted Expenses	Actual Net	Budget Net	More/-Less
Liability Insurance	-	-	-	-\$650.00	-	-\$650.00	\$650.00
Teacher Appreciation	-	-	-	-\$500.00	-	-\$500.00	\$500.00
Paper, Postage, Copies, Supplies	-	-	-	-\$250.00	-	-\$250.00	\$250.00
Anti-bully Week	-	-	-	-\$200.00	-	-\$200.00	\$200.00
Bank & Foundation Fees	-	-	-	-\$100.00	-	-\$100.00	\$100.00
Parade of Lights	-	-	-	-\$400.00	-	-\$400.00	\$400.00

PTO Bulletin Boards	-	-	-\$12.32	-\$200.00	-\$12.32	-\$200.00	\$187.68
PTO Hospitality	-	-	-\$120.23	-\$200.00	-\$120.23	-\$200.00	\$79.77
Tax Processing	-	-	-	-\$25.00	-	-\$25.00	\$25.00
Spirit Gear	\$66.29	-	-	-\$1,500.00	\$66.29	-\$1,500.00	\$1,566.29
Field Trips T-shirts	\$2,100.00	-	-	-\$4,000.00	\$2,100.00	-\$4,000.00	\$6,100.00
Miscellaneous Expenses	-	-	-\$361.35	-\$500.00	-\$361.35	-\$500.00	\$138.65
Carryover to Next Year	-	-	-	-\$10,000.00	-	-\$10,000.00	\$10,000.00
3 Indirect Student & Admin Svcs Totals	\$2,166.29	-	-\$493.90	-\$18,525.00	\$1,672.39	-\$18,525.00	\$20,197.39
Grand Totals							
	\$4,430.11	\$79,250.00	-\$2,367.73	-\$79,250.00	\$2,062.38	-	\$2,062.38

Hooker Oak PTO FY 2019
All Transactions by Heading and Category Report
07/01/2019 - 06/30/2020

1 Fundraising								
Account	Date	Reference	From/To	For	Deposit	Withdrawal		
Jog A Thon								
Checking	07/22/2019	Visa	Amazon JAT - Envelopes	White Envelopes			-\$21.17	
Checking	07/23/2019	Visa	Get Movin JAT - WebSite	WebSite Fee			-\$499.00	
Checking	08/21/2019	Visa	Amazon JAT Supplies	53.80			-\$53.80	
Checking	08/21/2019	VISA	Amazon JAT Prizes	Prizes - Amazon			-\$410.82	
Checking	08/26/2019	Visa	Rush Imprints JAT Water Bottles	Water Bottles			-\$469.41	
Checking	09/05/2019	Visa	Amazon JAT Decor Supplies				-\$1.99	
Checking	09/05/2019	Visa	Amazon JAT Decor Supplies				-\$83.44	
Checking	09/06/2019	Visa	99 Cent Store JAT Decor Supplies				-\$16.09	
Checking	09/10/2019	Visa	Lowe's JAT Decor Supplies				-\$3.82	
Checking	09/13/2019	Deposit		Phillips T-Shirt Name		\$125.00		
Checking	09/13/2019	Deposit		Paiva /Bently T-Shirt Name		\$100.00		
Checking	09/13/2019	Deposit		Pearson T-Shirt Name		\$100.00		
Jog A Thon				Net:	-\$1,234.54	Totals:	\$325.00	-\$1,559.54
Miscellaneous Income								
Checking	08/09/2019	Deposit	Amazon Smile Donation	Amazon Smile Donation		\$188.82		
Miscellaneous Income				Net:	\$188.82	Totals:	\$188.82	\$0.00
Sage Grant								
Checking	08/29/2019	1022	Laurie Niles Sage Reimbursement	Sage Reimbursement			-\$214.29	
Checking	08/30/2019	Deposit	t-shirt sponsorship, sage grant & gear	Sage Garden Project Check #14004990		\$1,750.00		
Sage Grant				Net:	\$1,535.71	Totals:	\$1,750.00	-\$214.29
1 Fundraising				Net:	\$489.99	Totals:	\$2,263.82	-\$1,773.83
2 Direct Student Services								
Account	Date	Reference	From/To	For	Deposit	Withdrawal		
Classroom Disbursements								

Field Trips T-shirts				Net: \$2,100.00	Totals: \$2,100.00	\$0.00
Miscellaneous Expenses						
Checking	08/12/2019	Visa	Etsy Vendor Misc - Bathroom Signs	Etsy - Bathroom Signs		-\$341.35
Checking	08/24/2019	1016	Melissa Rose Misc Expense - State Status Statement			-\$20.00
Miscellaneous Expenses				Net: -\$361.35	Totals: \$0.00	-\$361.35
3 Indirect Student & Admin Svcs				Net: \$1,672.39	Totals: \$2,166.29	-\$493.90
Grand Totals				Net: \$2,062.38	Totals: \$4,430.11	-\$2,367.73