



## March 2022 PTG Meeting

### Minutes

**Date: Tuesday, March 8, 6:00 pm to 7:30 pm**  
**Via Zoom**

I. Call to Order by Laura Munoz at 6:05pm.

II. Attendance

a. 2021/2022 Board/Committee Reps:

PTG Board:	Name:		Standing Committees:	Name:	
President:	Laura Munoz	X	Art Committee:	Emily Thompson	
Vice President:	Angela Wong		Assemblies Committee	Megan Segle	X
Recording Secretary:	Cindy Soulier	X	Communications Committee:	Mary Langley	X
Treasurer:	Melisa Phillips		Hospitality Committee:	Taylor Casaccia	X
Parliamentarian:	Mariana Moore	X	Music Committee:	Ann Brooner	
Historian:	Nikki Sutherlin	X		M.Wicklow	
Corresponding Secretary:	VACANT		Volunteer Committee:	Vacant	
Financial Secretary:	VACANT		Yearbook Committee:	Megan Seagel	X
MF Principal:	Rhonda Flemming	X	Fundraising Committee:	VACANT	
MF Teacher Rep:	Kate Estrada	X			

III. Approval of Agenda - Nikki Sutherlin moves to approve; Rhonda Flemming seconded; approved.

IV. Approval of Minutes (written by Nikki Sutherlin) - Nikki Sutherlin moved to approve the February 2022 minutes; Kate Estrada seconded; approved.

V. President's Report by Laura Munoz

a. Reviewed the PTG's role - Our Bylaws state that we cannot direct administration; we work with teachers and staff to make sure students at MFE are having enriched experience and to build community.

b. Fun Run - See notes in agenda under "Old Business".

VI. Principal's Report - Mrs. Flemming welcomed everyone & offered a celebratory word regarding International Women's Day (today).

a. Recess - Kids have been out of their class zones for two weeks at recess; she noted how touching it was to see them greet each other at recess that first day that they were allowed to intermingle again.

- b. Employees of the Year - Our two employees were honored at the recent Board meeting:
    - i. Mrs. Masters (2nd grade teacher) and
    - ii. Mr Peters-Sharp (head custodian)
  - c. Positive Behavioral Interventions and Supports (PBIS) - focus is on responsibility - one skill is highlighted per week.
  - d. Social Emotional Learning (SEL) - focused now on emotion management
  - e. Newsletter - comes out tomorrow
  - f. PTG gratitude - She thanked us for our funding which allows Brickspace to work with K-2 presenting STEM programming and the many other enriching activities we bring to our students.
- VII. Treasurer's Report - not present
- VIII. Faculty Report by Kate Estrada
- a. Recess - She echoed Mrs Flemmings comments on the first day of co-mingling being wonderful; and also mentioned that they have now moved on to helping the kids navigate the shift, working on safety, kindness, & space management.
  - b. Wheel/STEAM - Kids (3rd-5th grade) are thrilled to be participating in the STEAM wheel on Fridays. Topics have included coding, tinkering and art.
  - c. Fenway and Hattie - 3-5th grade had daily trivia questions to help them stay on track.
  - d. March (Book) Madness - Ms Barr and Ms Carol have led March Madness with books. Brackets - 2 books face off; being read by various teachers. This is school wide fun.
- IX. Standing Committee Reports
- a. Art Committee - Emily Thompson was not present but she sent a report (see attached).
  - b. Assemblies Committee by Megan Segle
    - i. Alphabet Rockers - It turns out they are still only offering virtual assemblies so we are tabling this.
    - ii. Young Audiences offers Ballet Folklorico may come in late March.
    - iii. Sky Dome Planetarium - Mrs Flemming interjected that because the 5th graders are not doing their customary outdoor overnight field trip, the

school is looking for alternatives; one possibility for Sky Dome Planetarium.

- iv. Assembly funding discussion - There was clarification about which budget various InHarmony/music assemblies were covering particular assemblies:
    - 1. December InHarmony Assembly -Music budget
    - 2. February InHarmony Assembly - from Assembly budget
    - 3. Upcoming April InHarmony assembly - Justine will do another assembly and work with 5th graders to create a song.
  - c. Communications Committee by Mary Langley
    - i. Yearbook - continuing communication about purchasing Yearbook and ad space available.
    - ii. Promotion -
      - 1. Mary is willing to work with and help organize 4th grade parents
      - 2. Wed June 1 - date/time not finalized
      - 3. Location - will be outdoors;
      - 4. Mrs Flemming will get info from Mr Burckin about what is needed from 4th grade families.
      - 5. See more in "Old Business"
  - d. Hospitality Committee by Taylor Casaccia
    - i. Teacher Appreciation - this is Taylor's current focus
      - 1. Flyers - she has been working on this and will send out for input from PTG.
      - 2. Teacher gift ideas - She is working on compiling teacher-likes and asked for feedback about which staff to include? Consensus and (past precedent) was to cast a large net including reading specialist, Tammy Harley's class etc.
  - e. Music Committee - not present but sent update (see attached)
  - f. Volunteers Committee - not present
  - g. Yearbook Committee by Janet Roberson/Cat Williams
    - i. Sales -we've sold 217/330 books needed to break even
    - ii. Price - it just went up to \$15;
    - iii. Ads - 24/30 ads have been sold;
    - iv. Promotion - Mrs Flemming will add a note about yearbook to the newsletter going out tomorrow and she will include it in Aeries weekly messaging.
  - h. Fundraising Committee - n/a
- X. Old Business
- a. Fifth Grade Promotion (see previous notes under "Communications Committee")
    - i. Balloon arch -
      - 1. Included in budget

2. Mary Langley will reach out about balloon arch to Jessica Hoffman (former MFE parent) for June 1st.

b. Fun Run -

i. Dates:

1. May 3, 2022 - actual event.
2. Build up/classroom visits 4/25 to 5/3.

ii. Format -

1. Very much like the 2019/pre-pandemic version;
2. Significant difference is that it will be done by grade level (no grade level co-mingling)
3. Character videos
  - a. Length - shortened to less than 10 minutes per day.
  - b. Option to be played in the classroom and/or sent home.
4. Teachers can now sign up for a time slot for their 5-7 minutes with Fun Run staff.

iii. Fundraising Goal

1. 2019- 28K raised;
2. 30K goal for this year.
3. Corporate matching is now an option.

iv. New name - now called My Booster.com because they have expanded to include many more activity options than simply "Fun Run"

v. LOGISTICAL Concerns:

1. Fun Run staff on campus?
  - a. Laura asked for clarification on what the requirements will be for their staff to be on campus;
  - b. She will follow up with Michelle in the office.
2. Supplies - can they be stored on stage? Yes.
3. Laura will follow up with Mrs Flemming about logistics and set up a meeting with her and Emily (Fun Run Program Director)
4. For promoting event - we discussed using photos from past events found in Yearbook or from PTG parents (these will be 'cleared' by parent for use)

vi. Day-of Logistics

1. Volunteers - Fun Run wants 6 parent volunteers per grade to man water stations and to tally marks for each lap per student;
2. Audience - It is unknown at this point if parents will be able to come cheer on; this is a district-wide decision.
3. Discussed the challenges of Live Streaming the event (have to have permission to show students in video or photography)
4. Pledging opens April 4th - Laura Munoz will verify that this is correct??

- vii. Spirit Wear -
  - 1. Design:
    - a. We will continue with different color per grade;
    - b. "Falcons Soar" on the tshirt vertically
  - 2. Funding
    - a. Laura Munoz will meet with Alexis about prices so we know what kind of donation/sponsorship we need for the Tshirts.
    - b. Other possibilities:
      - i. Fary/Brickspace,
      - ii. Guild Construction services,
      - iii. Patrick Dougan general contractor,
      - iv. SCS Security solutions,
      - v. Courtney's company might be able to help;
      - vi. Janet Robinson offered to sponsor.
      - vii. Pinkies Pizza in WC
      - viii. Patz Family

XI. New Business

- a. May elections - Discussion on how to run this. We landed on:
  - i. PTG or other volunteers standing at school pick up to collect paper ballots (Parking lot and Drolette) to model voting for children
  - ii. Optional on- line voting for those who can't do the in-person voting
  - iii. Taylor Casaccia volunteered to make balloon towers!
- b. PTG Website - we need photos
  - i. Bethany Barr - has access to photos and videos
  - ii. Laura Munoz should email Mrs Barr, Mrs. Flemming and Kate Estrada in the morning about need for photos

XII. Announcements

a. **Upcoming Meetings:**

Tuesday, April 5, 2022 6pm
Tuesday, May 3, 2022 6pm
Tuesday, June 7, 2022 6pm (Board Only)

XIII. Adjournment - Thank you's and gratitude from Laura Munoz and Mrs Flemming; Nikki points out with gratitude the presence of MFE teachers at time of pick up at curbside! Taylor moved to adjourn; Cat seconded; approved at 7:40.

Art Committee Report submitted by Emily Thompson:  
Greetings Ladies and Happy International Women's Day!

I can not make the meeting tonight, but here is my report.

The opening up of the "zones" for all classes each recess block, means more kids are allowed to go into the Art Zone when volunteers can offer their time. Cheers to the next phase!

As of this morning there are 7 days in March with Volunteers signed up, more than Jan & Feb had combined, which makes me so excited! I attached one picture from yesterday's Art Zone, run by Christin Eales. The green garden and nature inspired creations are both beautiful.

The office staff continues to be a great support of those parents who come in to volunteer and need to interrupt to grab the wagon of supplies - a continual shout out thank you to Anita and Michelle.

I have an upcoming meeting with Benicia Arts Now, a local chapter of a larger non-profit arts in education advocacy group. They have announced a 4 week watercolor challenge in April, but as of now I am unsure of specific details. I do know there are 600 watercolor kits available to give away to students in the whole district. I would like to propose funding more for Mary Farmar students with Art Committee funds. I am not clear yet as to how Benicia Arts Now is collecting names of students to receive the kits they are offering, but if more Farmar students are interested then free kits from Benicia Arts Now allows, then our budgeted funds could go towards paper as well as paint kits. I will communicate with the Art Zone parent volunteers about this project and load up our Art Zone wagon with materials and supplies needed to offer watercolor as an activity in the Garden for the month of April. We could follow the weekly "assignments" offered through the Benicia Arts Now program.

Comments on the minutes from the last meeting:

There was a note about me looking into an Art Zone sign up page on the MF website - which was actually a question I had, I am not sure how I could look into this, but would love to connect with whomever I could to talk about it. As of this year, I think the very simple Google sheet sign up we have is sufficient. For the next school year I do think a list of volunteer opportunities on the PTG or general MFE website would be a GREAT Idea.

Thank you much, and apologies for not being able to make it to the meeting,

Emily Thompson  
805-258-2467



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