



## November 2021 PTG Meeting

### Minutes

**Date: Tuesday, November 2, 6:00 pm to 7:30 pm**  
**Via Zoom**

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

II. Attendance

a. 2021/2022 Board/Committee Reps:

III.

PTG Board:	Name:		Standing Committees:	Name:	
President:	Laura Munoz	X	Art Committee:	Emily Thompson	X
Vice President:	Angela Wong		Assemblies Committee	Megan Segle	X
Recording Secretary:	Cindy Soulier	X	Communications Committee:	Mary Langley	X
Treasurer:	Melisa Phillips	X	Hospitality Committee:	Taylor Casaccia	X
Parliamentarian:	Mariana Moore	X	Music Committee:	Ann Brooner & Melanie Wicklow	X
Historian:	Nikki Sutherlin	X			
Corresponding Secretary:	VACANT		Volunteer Committee:	Safi Rifkin	X
Financial Secretary:	VACANT		Yearbook Committee:	Cat Williams	X
MF Principal:	Rhonda Flemming	X	Fundraising Committee:	VACANT	
MF Teacher Rep:	Hale Burkin	X			

IV. Approval of Agenda - Nikki Sutherlin moved to approve; Hale Burckin seconded; approved.

V. Review/Approval of Minutes

a. Approval of September Minutes - Megan Segle moved to approve the minutes; Nikki Sutherlin seconded; approved.

VI. Principal's Report by Rhonda Flemming

a. She thanked everyone for our presence at the meeting and for the coffee and muffins provided by the PTG last week for the staff.

b. The Halloween parade was a big morale boost.

c. Continued emphasis on social and emotional learning through weekly announcements and facilitated by the Student Leaders in Action group

i. Wellness Room

a. Each class has had tour of the wellness room.

b. Individual visits started today.

ii. Working on skills that allow students to 'be safe, be kind, and be responsible.'

iii. We have a new elementary counselor that is present at MFE on Mondays and once a month on Wed. His/her role is:

a. to support social emotional learning

- b. to open wellness center more and
    - c. for counseling.
  - d. Spirit Week is November 15-19 - includes dress up days decided on by the Student Action Committee.
  - e. Set to begin outdoor assemblies this month...in planning mode for:
    - i. In Harmony music assembly
    - ii. Zun Zun water assembly
  - f. New STEAM teacher for 4th and 5th graders which incorporates music too.
- VII. President's Report by Laura Munoz
- a. Reviewed October Board Meeting Minutes -
    - i. PTG agreed to purchase equipment and PA system;
    - ii. We are still waiting on 501c3 determination letter - the final step.
  - b. All committee positions are filled now except for fundraising!
    - i. Ann Brooner and Melanie Wicklow became music chairs...Welcome!
  - c. Meeting formats to be revisited in December regarding open meetings and board meetings
    - i. Ann Brooner suggested making sure all rules were clearly stated at the beginning of meetings.
- VIII. Treasurer's Report by Melisa Phillips - not present (joined later)
- IX. Faculty Report by Hale Burckin
- a. Staff voted on One School, One Book selection
  - b. Thankful for PTG treats;
  - c. Teacher focus is now on getting ready for conferences & report cards;
  - d. The Halloween parade was particularly joyful;
  - e. Mariana asked a general question about academic gaps left from the year of virtual learning and whether or not students that fell behind were catching up. Mr Burckin shared his thoughts:
    - i. Patching bigger academic holes that will take years to do.
    - ii. K-2 is definitely spending tons of time teaching how to BE at school.
    - iii. All grades are spending more time on social emotional learning,;
    - iv. Mrs Flemming added that there is lots of reading intervention happening.
- X. Standing Committee Reports
- a. Art Committee - Emily Thompson
    - i. Art Zone has been very successful
    - ii. 15 parents who are cleared to volunteer
    - iii. She has received approval to purchase more supplies
    - iv. Working in the garden helps the kids feel like they are truly away from school for a few minutes.
  - b. Assemblies Committee - Megan Segle
    - i. Vallejo symphony possibly meet outdoors - will follow up

- ii. In Harmony may do an assembly outdoors, likely in early December (no parents will be allowed to attend, but Mrs Flemming will look into possibly offerings live stream);
- iii. One School, One Book
  - 1. Teachers voted on Fenway & Hattie - a book written from the dog's perspective
  - 2. Timing - there was some discussion of December or February - Mrs Flemming will check with staff at the next meeting, but everyone seemed to lean towards February to allow for more planning and for a time that is less busy than December for families to participate.
  - 3. Book - Megan will check on numbers to see if we need to order more books.
  - 4. Activities brainstorm:
    - a. teachers read a chapter on an online forum
    - b. assembly tied to the book
    - c. partner with older kid for at school reading - potentially outdoor or more as an informal assembly/performance type thing
    - d. including all staff (office, custodial etc), Mrs Harely's Special Day class and potentially Pre K
    - e. Art projects
    - f. Pen Pals
    - g. Promoting that part of the program is passing the books along for another school to use.
- f. Communications Committee - Mary Langley -
  - i. PTG website - Mariana Moore will follow up with her new lead
  - ii. Mary will ask for a volunteer to build a website.
- g. Hospitality Committee - Taylor Cascian - Got coffee donated and brought in treats for the teachers last week!
- h. Music Committee - Ann Brooner & Melanie Wicklow
  - i. They are meeting with Mrs Flemming next week to figure out what can be done?
  - ii. Music room is also being used by STEAM and a couple of other programs
  - iii. Current programs:
    - 1. Thursday after school guitar lessons after school - done by a parent, for 4th and 5th graders
    - 2. 1st - 3rd gets music on Wednesday.
    - 3. STEAM teacher incorporates music.
    - 4. Currently, band is not available for 4th and 5 th graders as usual.
- i. Volunteers Committee - Safi Rifkin
  - i. Shall we be asking for volunteers? Led to discussion of thinking of volunteers as more than "on campus" help....web design, etc
  - ii. Live scan expense - discussion about subsidizing the cost of live scan...

1. Mrs Flemming or Safi to follow up with Leslie Beatson about making a partnership with the PD.
2. Or follow up directly with PD
3. PTG could potentially choose to subsidize it.

j. Yearbook Committee - Cat Williams

- i. She'd still like one more volunteer to help with the design team. Safi might have someone;
- ii. After school club for yearbook - some discussion of using the current student action team to work on design ideas and getting photographs;
- iii. Yearbook can buy the cameras and memory cards they need for a total of \$391 with the money set aside in the PTG budget.
- iv. Emily volunteered to help with teaching photography basics.
- v. There was a discussion about the price of the yearbook which has fluctuated from \$20 to \$11 in recent years. Cost was cut in recent years to help out during covid and make it more affordable. It seemed that most of the discussion was in favor of keeping the price lower.

k. Fundraising Committee - Vacant

X. New Business

- a. Books & Blankets - after a lengthy discussion it was decided to send a book home (chosen by grade level) as a holiday/winter gift. Teachers need to choose a book and email Laura with their choice to be purchased ASAP because of lengthy shipping times currently.
- b. Book Fair - is upcoming.  
Mrs Flemming to meet with Mr Soto-Vigil tomorrow
  - i. Do they need parent help in the library? Would that be allowed?
  - ii. Do we want to buy books for gifts for students from PTG at the fair? Ultimately, we voted to spend our funds on the gift (see Books and Blankets above) to be given out just before the holidays instead of buying books for students at the book fair. By purchasing the books as gifts through Scholastic, the library will also then have more books available for helping students who couldn't get a book.
- c. Nominating Committee - need to start thinking about next year's board.
- d. Reminder: **Fun Run** Apr 25- May 3!

XI. Announcements

a. **Upcoming Meetings:**

PTG MEETING	BOARD MEETING
Tuesday, November 2, 2021 7pm, Zoom	Tuesday, December 7, 2021 6pm, Zoom
Tuesday, January 4, 2022 7pm, MPR?	Tuesday, February 1, 2022 6pm, MF Library

Tuesday, March 1, 2022 7pm, MPR?	Tuesday, April 5, 2022 6pm, MF Library
Tuesday, May 3, 2022 7pm, MPR?	Tuesday, June 7, 2022 6pm, TBA
<i>No July Meeting</i>	Tuesday, August 2, 2022 6pm, TBA

XII. Adjournment - Melisa Phillips moved to adjourn; Nikki Sutherlin seconded; adjourned at 8:11pm.