



September 2021 PTG Board Meeting

Minutes

Date: Tuesday, September 7, 6:00 pm to 7:30 pm
Via Zoom

I. Call to Order by Laura Munoz at 6:07

II. Board Attendance

a. 2021/2022 Board/Committee Reps:

III.

PTG Board:	Name:		Standing Committees:	Name:	
President:	Laura Munoz	X	Volunteer Committee:	VACANT	
Vice President:	Angela Wong		Hospitality Committee:	Taylor Cascian	
Recording Secretary:	Cindy Soulier	X	Fundraising Committee:	VACANT	
Corresponding Secretary:	VACANT		Assemblies Committee:	Megan Segle	X
Financial Secretary:	VACANT		Communications Committee:	Mary Langley	X
Treasurer:	Melisa Phillips	X	Art Committee:	Tamar Kirschner	
Parliamentarian:	VACANT		Music Committee:	VACANT	
Historian:	Nikki Sutherlin		Yearbook Committee:	Cat Williams	X
MF Principal:	Rhonda Flemming	x	BEF Rep:	Mariana Moore	X
MF Teacher Rep:	Kate Estrada	x			

IV. Approval of Agenda - Melisa Phillips moved to approve agenda; seconded by Cat Williams; approved.

V. Principal's Report by Rhonda Flemming

a. PTG - She thanked PTG for providing the staff breakfast on their first week back and for the icecream purchased (gift certificate) for each student.

b. Modernization - She reported that a lot of work was done over the summer on the three year modernization plan including - 6 new HVAC units installed, roofing replacement, major renovations to one of the student bathrooms and improvements to one of the staff bathrooms.

c. Emphasis with students - She also explained that the number one goal at the beginning of the year with students has been about building relationships, helping students to reconnect, and working on in person interactions (not on zoom).

d. Wellness Room - BUSD was awarded a grant to make sure each school has a wellness space. The space is almost ready in room 28 - the former STEAM/Art room. There will be yoga mats and wellness technicians & interns to help.

- e. Parent questions:
 - i. WELLNESS ROOM
 - 1. Melisa Philips asked if it will be available during recess?
 - 2. Mrs Flemming explained that it can be both scheduled by a teacher to bring a whole class and it will be open during recess for kids to come in.
 - ii. ART ROOM/WELLNESS ROOM
 - 1. Tamar Kirchner - asked about the art room (room 28, now the wellness room).
 - 2. Mrs.Flemming agreed that she and the other folks on the art committee should meet to go through supplies and discuss how to best proceed with the art program.
 - 3. Emily Thompson requested a meeting to discuss the future of the art docent/art program.
 - a. She also suggested having a corner of the wellness room included an art center for the kids to use as a form of well-being.
 - b. Mrs. Flemming agreed to reach out to schedule a meeting in the next couple of days to discuss the reinvention of the program as well as deal with the art supplies in room 28.
 - iii. CHROMEBOOKS
 - 1. Cindy Soulier asked about leaving Chromebooks at school.
 - 2. Mrs. Flemming explained that there are different approaches and needs by grade level and class. However, she agreed to look into an option to leave laptops at school (because carrying them back and forth is heavy and potentially damaging to the laptop).
 - 3. Melisa Phillips also added that she believed charging all the laptops at once in the classroom was an issue.
 - 4. Mrs Flemming agreed to look into charging carts for the classrooms.

VI. President's Report by Laura Munoz

- a. PTG
 - i. A big goal is to get more people involved then we had in PTA.
 - ii. Goal for this evening and near future - to decide what direction to go this year, particularly around community building.
- b. FUN RUN is on schedule for the Spring in late April, all other fundraisers are on hold.
- c. She listed the open positions for the Board and agreed to list the positions on the PTG FB and Instagram. (see chart above for vacant positions and list of committee chairs below)
- d. WHAT DOES PTG DO? WHAT ARE PAST EVENTS?

- i. Hasian Anderson asked for examples of what does PTG does, to help newer members?
- ii. Basic categories of ways the PTG helps are to ***build community, raise funds and help the school with those funds***
- iii. Examples of past events and fundraisers:
 - 1. Movie nights,
 - 2. Fall Festival/chilli contest,
 - 3. Back to school bbq/ice cream social;
 - 4. Multicultural night;
 - 5. Earth Day activities
 - 6. Bike rodeo
 - 7. Spelling Bee
 - 8. Spring Fling Family Dance (planned but not executed b/c of COVID)
 - 9. Books and blankets (day before Winter Break begins)
 - 10. Assist with scholastic book fair and kindness week
 - 11. STEAM nights, Brick Space, Music
 - 12. Fundraising events - Auction and Fun Run
- iv. Examples of events or projects that the PTG has funded in the past:
 - 1. STEAM PROGRAM by BrickSpace for the younger grades (older ones receive it through the District funding).
 - 2. MUSIC PROGRAM - for the younger grades (older ones receive it through the District funding).
 - 3. ART DOCENT PROGRAM - fund and provide art supplies.
 - 4. STEAM NIGHT
 - 5. FIELD TRIP - pay for transportation
 - 6. TEACHER SUPPLIES - reimburse teachers for purchases they make for their classrooms not covered by other sources (usually about \$200 per teacher is available)
 - 7. CHROMEBOOKS - agreed to pay for more class sets last year.
 - 8. MISCELLANEOUS NEEDS brought up by principal, staff or parents during the year.
- v. We are wanting fresh, new, fun ideas too! Please send your ideas to: MaryfarmerPTG@gmail.com or reach out through the FB page.

VII. Treasurer's Report by Melisa Phillips

- a. MONEY MINDER - She purchased Money Minder to use as our new accounting software; so far she's pleased with it. We had to buy software since we are no longer in PTA which provided the accounting program.
- b. Budget - it is not set yet, but in progress and we have roughly 70K in the bank.

VIII. Faculty Report by 3rd grade teacher Kate Estrada

- a. Teacher morale - EVERY SINGLE teacher is so relieved and happy to be back IN the classroom.
- b. Teachers are wondering if the PTG will continue their tradition of covering a portion of teacher-supply money.
 - i. Melisa Phillips (treasurer) reported that in the past it's been \$200-\$250 per teacher, refunded after purchase of something for their classroom/teaching plans.
 - ii. Since the budget hasn't been set, we are not certain, but highly likely.
 - iii. We still need to establish a way to transfer funds from the new PTG account (checks etc).
 - iv. Some teachers have already submitted receipts :)

IX. Standing Committee Reports

- a. Volunteers Committee - vacant
- b. Hospitality Committee - vacant
- c. Fundraising Committee - vacant

d. Assemblies Committee by Megan Segle

- i. She asked if in person assemblies are an option?
 - 1. Mrs Flemming said that outdoor, by grade level assemblies are being considered! She believes that this option would help to will facilitate community building and a sense of cohesion.
 - 2. She is currently researching PA systems to facilitate outdoor assemblies.
- ii. Ideas from last year:
 - 1. Vallejo Symphony
 - 2. Alphabet Rockers
 - 3. If you have ideas please reach out to Megan Segle through the MaryFarmarPTG@gmail.com email!
- iii. One Book, One School Event
 - 1. Concept - every student and every staff member at school, reads this book at the same time (chapter by chapter); activities, events and discussions are planned around the book.
 - 2. Both verbal and written comments during this discussion built a lot of enthusiasm for this idea.
 - 3. Only expense is the books (one per family) and Megan Segle has access to the library of books used by other schools in the district.
 - 4. Books are then passed along to be used by another school for similar event.
 - 5. Dress up Day - One idea of a related activity proposed was that a dress up as a character day could happen towards the end of reading.
 - 6. Megan agreed to provide the list of books currently available.

e. Communications Committee by Mary Langley

- i. She explained her role as helping with promotion of PTG events through keeping up FB, instagram and ultimately, the soon-to-be website.

f. Art Committee - vacant...

- i. Tamar Kirchner is stepping down.
- ii. Emily Thompson may be interested in stepping in.

g. Music Committee - vacant

h. Yearbook Committee by Cat Williams

- i. ASSISTANCE - Cat helped with the yearbook last year and definitely needs a few more people to assist.
- ii. DETAILS - some details around length of book, time frame for selling and ads, etc were mentioned but not hashed out.
- iii. COST
 1. Last year the cost to produce was \$11.50, Sold for \$10, ads made up the difference.
 2. Daniel Haut asked about creating a donation campaign to pay more for yearbook possibly including a matching program by local businesses for those who sign up early. He offered to make calls to local businesses.

i. BEF by Mariana -

- i. Benicia Education Fund is on hiatus still.
- ii. She encouraged others to join and get involved with PTG. It's been worthwhile for her (echoing thoughts by Megan Segle and Cindy Soulier earlier in the meeting too).

X. New Business

a. PTG Events/PTG Direction for the year

1. **One School, One Book** (see previous notes under 'Assemblies Committee' report)

2. **Movie night** - The movie license for outdoors is being offered at a discount this year (for the same price we paid for the indoor license in the past!); This would require some equipment purchased.

b. Fundraising

- i. **Fun Run** Apr 25- May 3 (by Boosterthon) - it has been a lucrative and easy fundraiser.

ii. Other ideas?

1. Please let us know at MaryFarrarPTG@gmail.com
2. Looking for fresh ideas!

XI. Announcements

a. Upcoming Meetings:

PTG MEETING	BOARD MEETING
Tuesday September 7, 2021 7pm, Zoom	Tuesday, October 5, 2021 6pm, Zoom
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

- a. Mrs Flemming reminded us that we are still in need of student supervision aids. It's 3 hours/ day (less on Fridays).
- b. Megan Segle moved to adjourn the meeting; Nikki Sutherland seconded; approved.
- c. Meeting adjourned at 7:15pm