

Coleman School PTO Board Meeting

Monday, December 7, 2020

6:00– 7:00 p.m. via Zoom

[:https://srcs-org.zoom.us/j/98338310043?pwd=Tm1xUzJzZGVjZmtGdUJGNW4xcjQZz09Meeting](https://srcs-org.zoom.us/j/98338310043?pwd=Tm1xUzJzZGVjZmtGdUJGNW4xcjQZz09Meeting)

ID: 983 3831 0043 Passcode: 570350

AGENDA

1. **Welcome and Introductions**
2. **Approve November Board Minutes** (3 minutes) Rebecca moves to approve & Mike 2nds (46 participants, nobody opposed) – minutes are approved
3. **PTO Business** – Lauren Monson (3 min)
 - a. Time to start transitioning - need people to step up! Bunch of 5th grade parents graduating so need new people; feel free to let Lauren know if any interest
 - b. Look for opportunities to volunteer for virtual social and fundraising events in January Keep eye out for events & will be looking for volunteers
4. **PTO and School Upcoming Events** (5 Minutes)
 - a. Angel Network Giving Tree – Jen Fernandez Giving Tree is a way to collect gifts to fulfill wishes for Coleman families that need them – Sign Up Genius with 183 wishes. ~45 left to be chosen; need Jen's email address updated in the Coleman Connect; will need someone to take this on next year as Jen is graduating
 - b. Dine and Donate – Chipotle December 14 Takeout & portion of proceeds given to Coleman
 - c. Winter Break - December 18 – January 4
 - d. Coleman Trivia Night – January 14 Virtual Kahoot Trivia – free; Mike hosting
 - e. MLK - No School January 18
 - f. No School January 19
 - g. Coleman NOT Crab Feed Virtual Event – January 30 Want to maintain crab feed but some other type of event (not crab but some other food). Wine included; zoom for DJ/trivia/auction (TBD); will sell tickets; will need a lot of volunteers
5. **Treasurer's report and Draft Mid-Year Revised Budget** – Toni Ignoffo & Lauren Monson (15 Minutes)

Budget shared

Spent 10% of budget so far this year – conservative where can be because funding so far is low for the year

Review of checks written for the past 2 months \$3,538.54

Lauren moves to approve checks and Rebecca 2nds (52 participants – nobody opposed)

Majority of income from Tiger Fund; smaller income majority from United

Optimistic back in the fall and will have specialists – their salaries are \$126K; still need to raise \$45K to cover the specialist salaries

Amend budget & move over a lot of the \$55K Remote Learning Enrichment; doing revised budget in February (even rolling that over we'll still be \$45K under)

Remember – fundraising this year all goes to next year

**Coleman School PTO
Final Budget, 2020-2021
November 1-30, 2020**

	2020-2021 Budget	Spent	Remaining	% Spent
Art	\$5,000	\$ -	\$5,000	0%
Assemblies / Author's Festival	\$1,500	\$ -	\$1,500	0%
Community Events	\$5,000	\$ 3,770	\$1,230	75%
Enrichment Materials	\$0	\$ -	\$0	0%
Classroom Discretionary/Fieldtrip	\$18,000	\$ 1,855	\$16,145	10%
Gardening	\$1,000	\$ -	\$1,000	0%
Lunchtime/Recess Act. Coord.	\$15,000	\$ -	\$15,000	0%
Merchant Fees	\$4,000	\$ 630	\$3,370	16%
Music	\$0	\$ -	\$0	0%
Operating	\$5,800	\$ 1,128	\$4,672	19%
P.E.	\$5,000	\$ 5,000	\$0	100%
Remote Learning Enrichment	\$55,000	\$ 1,200	\$53,800	2%
Reserve	\$9,593	\$ -	\$9,593	0%
Safety	\$1,000	\$ -	\$1,000	0%
School Improvements	\$34,000	\$ 3,706	\$30,294	11%
Science Enrichment	\$0	\$ -	\$0	0%
Social/Emotional Learning	\$12,500	\$ -	\$12,500	0%
Supplementary School Supplies	\$0	\$ -	\$0	0%
Technology/Computers	\$5,000	\$ -	\$5,000	0%
Library Fund Roll Over	\$1,273	\$ (39)	\$1,312	-3%
Angel Network Fund Roll Over	\$1,180	\$ -	\$1,180	0%
5th Grade Fund Subsidy	\$682	\$ -	\$682	0%
Total	\$180,528	\$17,288	\$163,240	10%

6. **PTO Fundraising** – Kelli Kelly (15 Minutes) will send out another push to use Amazon Smile and shop at United
 - a. Tiger Fund - Sara & Melinda Very important to realize it's for next year; 69 donations so far (\$44,033); will be a push in the spring
 - b. Spring fundraising event ideas
7. **Principal's report** – Mike Taylor (10 Minutes)

Staff appreciation last week – fantastic; teachers loved it; thanks for participating
 Thanks to families for keeping kids home when necessary
 Protocol – how coming & leaving school is working; no traffic & very safe
 Mr Ray, Mrs Sonnet & Mrs Browning all on campus as Campus Supervisors
 Link to document that talks through when we contact families
<https://www.marinschools.org/cms/lib/CA01001323/Centricity/Domain/154/07-31-20%20Marin%20County%20Protocols%20Summary%20English.Spanish%20Combined.pdf>
 Hopeful this Spring we'll bring more kids back for longer times & very hopeful that next fall kids will be back on campus (likely still in masks and a bit different but chance to make it a better different)
8. **Dads Group** – Mitch Grossman and Bob Ishikawa (2 minutes) Meeting coming up December 10th 7pm – email out to the group & on FB; go over what's happening & making sure spreading information out; talk about anything to be done for the Not Crab Feed

Next PTO meeting - FEBRUARY 1, 6:00 pm