



## Meeting Agenda & Minutes

5:30-6:30PM Thursday September 13, 2018 | Location: DIAS Cafeteria

### Agenda

<b>Standing Agenda Items</b>	<b>Elementos permanentes del programa</b>
5:30-- Welcome and Introductions 5:35-- Budget Update (Candace)	5:30-- Bienvenida y presentaciones 5:35-- Actualización de presupuesto (Candace)
<b>New Business</b>	<b>Asuntos nuevos</b>
5:40-- Pumas Pledge <ul style="list-style-type: none"> <li>❖ What is the Pumas Pledge?</li> <li>❖ Deadline: One month/October 12, 2018</li> <li>❖ Goal: \$80 per student</li> <li>❖ Participation rewards               <ul style="list-style-type: none"> <li>➢ Popsicle party</li> <li>➢ Popsicle party + extra recess</li> </ul> </li> <li>❖ Visual for goal tracking (Katie)</li> </ul> 5:55-- Dia de los Muertos <ul style="list-style-type: none"> <li>❖ Finalize date</li> <li>❖ Review 2017 post event notes</li> <li>❖ Approve flyer</li> <li>❖ Schedule &amp; Signups</li> </ul> 6:10--Garden <ul style="list-style-type: none"> <li>❖ Vision and plans?</li> </ul> 6:15--Open Forum 6:30--Close	5:40-- Pumas Pledge <ul style="list-style-type: none"> <li>❖ Cuál es el Pumas Pledge?</li> <li>❖ Fecha límite: un mes / 12 de octubre de 2018</li> <li>❖ Meta: \$ 80 por estudiante</li> <li>❖ Recompensas de participación               <ul style="list-style-type: none"> <li>➢ Fiesta de paletas</li> <li>➢ Fiesta de paletas + recreo extra</li> </ul> </li> <li>❖ Visual para seguimiento de objetivos (Katie)</li> </ul> 5:55-- Dia de los Muertos <ul style="list-style-type: none"> <li>❖ Fecha finalizada</li> <li>❖ Revisar notas de eventos de 2017</li> <li>❖ Aprobar folleto</li> <li>❖ Horario y Registros</li> </ul> 6:10-- Jardín 6:15-- Foro abierto 6:30-- Cerca reunión

### **Executive Board Members Present/ Miembros de la Junta Ejecutiva Presentes**

Katie Zelensky, Dina Urquizo , Deborah Nares, Candace Barrios



# PTO Meeting Minutes

Password: 840guest

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Meeting Called to order at / Reunión llamada para ordenar en 5:30

## Welcome

Start: 5:38pm, Bienvenidos at a todos

## Budget Update from Secretary Candace :

\$7,000 budget

\$3,673 spent last year

\$12, 500 total

## New Business

**Pumas Pledge-** see handout for Pumas Pledge description. Encourage all students to participate in raising funds for school field trips. Classes receive a prize for those who have over 50% participation. So as not to discourage the other students, participation counts not the amount \$ raised.

- Goal was set to \$80/per child (196 total students) or \$10,000 total!
- It was suggested that a chart (thermometer of \$) be created as a visual way to encourage/motivate class participation.
- Ideas: have piggy banks at home & teach kids how to save and teach them that this money is for school

## **Dia de los Muertos-**

- Last year we had 40 volunteers (see recap below). This year we will need as much or more volunteers from parents.
- We will need more lighting during the student dancing.
- Described each activity so parents know where they would like to volunteer.
- Start taking volunteers! Dina Urquizo took note of parent volunteer on a seperate handwritten list.  
HAPPY TO SEE SO MUCH INTEREST AND PARENTS WANTING TO GET INVOLVED!

**Garden-** Garden topic was not discussed due to time, remaining time was spent on DDLM duties and sign ups as many parents were enthusiastically signing up to volunteer for food and activities

## **Open Forum:**

n/a

Closed Meeting at / Reunión cerrada en 6:35pm



## Dia De Los Muertos Recap (2017)

- Face Painting line was a big hit. There was a large line and children waited patiently for their turn, preventing them from experiencing other areas. Revisit number of painters next year. Also purchase plastic organizers for the face painting section per artist to ensure all materials needed are readily available.
- Offer relief for Cafeteria lead.
- Great group of high school volunteers (thank you, Candace!)
- Kitchen needs gloves, aprons.
- Nicole Fowler can do a food presentation for future serving events.
- Move stations around and separate more. Champarada, pan, popcorn outside. Pozole can also be outside.
- Committee was great-called volunteer list to make sure everyone was reminded that they signed up. Dina called and then emailed if people didn't answer after leaving voice mail.
- Everyone loved the food. Ran out of food around 6:30pm, which was great timing for running out. Will need to increase food volume by 20-30% next year. Next year will need to double beans and rice order.
- Have servers ask what the people want before serving them everything.
- Volunteer lead to show portion size.
- 40 parent volunteers plus all teacher volunteers-15 student volunteers!
- Kitchen: Ensure gloves, aprons, food handling materials readily available. Long line, was going quick, but it would be best to separate the areas of food service.
- Cookies were a hit! Need more icing next time. More straight frosting and hard candies would be good so we don't run out.
- Mary will coordinate borrowing and installing lights from above next year.
- Blue block supervision needed for future events.
- Balloon popping game went over very well. Might be good to have a few garbage bags/bins ready of pre-filled balloons to go so that there wasn't so much time taken away from the actual game play.
- Parking is being addressed by Mary. Encouraging carpooling if possible.
- Email letter to all of the volunteers to thank them for their participation
- Thank-you gifts for committee leads with value not to exceed \$20. Motion to approve Nikki Fowler, seconded by Hillary Fish, all approve.