

Jerabek FFO Meeting Minutes

Friday, Oct 7, 2022

In person and Virtual Meeting

Present: Sharon Camarillo, Dr. Watkins, Megan Blom, Alison Ragus, Beth Kay, Laura Brizard, Valerie Lew, Lisa Bologna, Alma Del Pego, Lindsey Smyres, Jan Coppola, Kristin Burer, Emily Caballero, Gracie Modica, Michelle Berkowitz, Sophia Lesberg, Katie Rich, Kari Fields, Stephanie Ward, Vanessa Neville, Amy Buntin, Allison Lewis, Carl De Luca, Denise Cooper, Mika Shuey, Clarisse Gray, Alison Binetti, Allyson van Eldik Thieme

Call to order: Meeting called to order at 8:02 by S. Camarillo. A quorum was present. A. Del Pego motioned to approve minutes from the last meeting. C. De Luca seconded the motion. All approved.

1. Teachers' Report

- a. Lori Cannon (TK/K)- Yesterday was the last day discussing the colors of the rainbow (we wore purple). Next Wednesday, every class has been assigned a different color and Mr. Juaquin will take an ariel picture of us, the human rainbow, composed of both TK and Kindergarten students. STEAM lab- thank you FFO for funding that position. We too are doing RAZ kids and ST math. We used our FFO grade level enhancement funds to purchase Scholastic News with a specific UTK component. Encouraging our parents to quickly get out the door during drop-off. Sign in at the office if you are here to volunteer.
- b. Valerie Lew (1)- So many things happening. Just finishing up our Lucy Calkins unit. We've started Response to Intervention (RTI), so happy that we were able to begin earlier this year. We're planning field trips already. STEAM lab and RazKids has started. Ms. Rachel has been teaching social emotional lessons in all the first-grade classrooms. Rotations begin next week. Ms. Basinger will be teaching art and PE, Ms. Montiel will be teaching Spanish and PE, Ms. MacInnes and Ms. Berger will be teaching social studies and PE, and V. Lew will be teaching health and PE (PE units will rotate among the teachers).
- c. Laura Brizard (2)- Working on personal narratives and we will have a writing celebration at the end of the month. We are in our third module for Engage NY. Overall, it's going very well.
- d. Alison Ragus (3)- Finishing up math, once again it's really nice having the Engage NY curriculum. Parents appreciate the homework helper pages and videos that can be viewed from home if their child is absent. Finishing up our narrative writing and the students are really excited about that. Working on Leader in Me. In third, the big push is multiplication. First in Math is a really fun way for them to practice those math facts. We will start announcing the class with the highest points in First in Math at the end of each week.

- e. Lisa Bologna (4)- Started Speech Masters this week. It went really well, one of the best first weeks of Speech Masters I've had with my students. Just finished the first two modules of math. Happy we have the Engage NY curriculum, thank you so much FFO for supplying. Grateful for the option to use the planners again this year, we do use them daily in 4th and 5th grade. First in Math was approved and we started this week. The students are really excited about that. Also using Blooket to review for tests. Teachers have also purchased XtraMath to help students with math facts. K. Fields- what grades are doing First in Math? L. Bologna- right now its 3rd-5th, but eventually will be schoolwide. Can be done both at home and at school.
- f. Alma Del Pego (5)- We're a month into school. Working on writing, math, Leader in Me (the students are loving it), gratitude posts, and doing shoutouts every morning.

2. Principal's Report: Dr. Watkins

- a. Principal's Chat- did not have a Principal's chat with everyone yet this month as we needed that time to meet with the 5th grade families regarding the 5th grade classroom reorganization. Principal's chat for everyone will be coming later this month.
- b. 5th grade reorganization- we will be adding an additional 5th grade teacher. We anticipated that we were going to need to add an additional classroom. However, we did not add a classroom in the beginning as we would have had to utilize a temporary three-month teacher and didn't want the students to have to reorganize twice. Instead, we provided additional supports and are currently waiting for the new teacher to start end of October/early November. At which point we will announce to the students and their families their new teacher.
- c. Anytime there are drastic changes in our enrollment and those kids continue at Jerabek, we can predict when we are going to need another classroom. For example, third grade has been impacted this year and therefore next year we may need to add a classroom or create a combo.
- d. Possible TK/Kindergarten reorganization- we will be getting another additional teacher because of our numbers in Kindergarten. Meeting with my IOT team now discussing whether we are going to do a K/1 combo or some sort of teacher support. Not a fan of reorganization, I've put that out there with my staff, but this is a team decision. We've had a couple meetings thus far, because we want to get it right for the kids. More to come. If we must reorganize, I will be meeting with all 1st and Kindergarten parents. If we just use a support teacher, then you will hear about the new process in which we'd be utilizing them.
- e. Playground resurfacing- sections of our playgrounds were temporarily roped off due to resurfacing of the poured rubber (PIP rubber). This must be done periodically as the surface over time becomes slippery and can be a safety hazard. Project completed yesterday.
- f. Leader in Me- we are already fully immersed in Leader in Me. Our first awards ceremony will be at the end of the month (October 27th). Unlike last year when we were looking at character traits, this year we will be presenting our awards based on our Leader in Me habits. The first habit- being proactive. Parents of those students receiving awards are invited to attend, we will send out further information.
- g. Costume parade- information will be sent out today regarding the costume requirements. It was also included in the monthly newsletter that went out on Monday. Costumes should not be scary or violent in nature, should be appropriate

for school, and all accessories should stay at home. This year Kindergarten will have their own area out on the Kindergarten playground, 1st/2nd will have the courtyard, 3rd/4th in the basketball area, and 5th grade is still deciding. Parade will run from 8:30am to 8:45am.

- h. Noon duty- thank you FFO, thank you parents, we were able to hire an additional noon duty- Ms. Joy. We have a couple of staff members that will be transitioning into new roles on campus. We were able to hire two additional staff members to fill those positions- Ms. Sophia and Mrs. Carol.

3. President's Report: S. Camarillo

- a. Volunteers-
 - 1) Running club has been having a volunteer at the gate. S. Lesburg came up with the idea for assigned gate greeters. S. Camarillo on Mondays. G. Modica and Carrie Podrup are also gate greeters. If anyone would like to take a day as gate greeter, please let us know.
 - 2) Grateful to Rita Gaskill who has signed up to be our Ranch Roundup chair. We have one of those positions filled, Rita of course would love some help with that role and some additional team members.
- b. Email domain- so excited for this new email domain. Ming Kwong is the one who originally initiated. Several have already been setup (president@jerabekffo.org; springfling@jerabekffo.org, etc). V. Neville gradually transitioning email account for treasurer. It has been a slow roll out due to the amount of time required. Really excited about the new domain, it adds some credibility to our non-profit and increases security. Still checking the Gmail account regularly.
- c. Miramar Ranch Elementary carnival happening on Oct 22nd. They have requested Jerabek FFO setup a popup tent with Jerabek spirit wear and C. Gray has agreed to do that for us. C. De Luca has volunteered to staff from 11am-12pm, L. Hanlon from 1-2pm, and S. Camarillo will be there as well. If anyone is interested in signing up for a time slot let S. Camarillo know.
- d. Math and Science Nights- are now merged. C. De Luca, Zach Harrelson, and K. Burer will work collaboratively to bring some activities related to both math and science. Starting off with 4th grade on Oct 20th. K. Burer will provide Dr. W with new dates once they are decided on so the calendar and newsletter can be updated.
- e. Jerabek Jamboree VIP event- New schoolwide, evening event. Meeting with the planning committee next week. A group of parents (mostly 1st grade parents) have signed on to chair this role. There will be four zones- lunch court, MPR, the quad, and on the kindergarten playground. Every student will be able to bring one VIP (parent, grandparent, aunt, uncle, someone close to the family, etc). Event scheduled for April 14th. It is a replacement for the father/daughter and mother/son events we've had in the past.
- f. Shoutout to the Halsey family for donating multiple yard signs. At any event (Read Across America, Bookfair, Movie Night, Ranch Roundup, etc) committees can put up the signs in the quad and/or at the event.

4. Enrichment: A. Lewis

- a. Shoutout to Kelly Osentowski for volunteering on such short notice, to host an after-school enrichment activity on last Tuesday's minimum day. We had a cancellation from one of our regular providers.

- b. \$4.85 from every enrichment enrollment comes back to Jerabek. There is also the option for donations during enrollment, so between the enrollment fees and donations, our minimum day made \$229 plus the additional \$200 from the enrollment of Kelly Osentowski's class.
- c. Also, would like to clarify the requirements that we have for volunteer providers. Last year we had a 3-D printing course, this time Kelly O. hosted an activity in the STEAM lab.
 - 1) Enrichment volunteers do not have to be a parent but must be volunteering their time (cannot be paid).
 - 2) They are covered under the FFO insurance as long as they meet the clearance requirements for Jerabek volunteers.
Dr. W clarified they must meet the same requirements as if they were volunteering on-campus during school hours (paperwork and TB tested).
*The district is not currently running finger printing for volunteers, once it is opened back up, Dr. W will send out an email notifying volunteers that they can pursue for higher level clearance (applicable to field trips).
- d. Room arrangement- would just like some clarification on whether we need to go through Facilitron to ensure we have classroom space available for volunteers. Dr. W- we just want to make sure everyone that is using that space is valuing (respecting) it the same way we value it. Anything that is damaged or lost is not replaced by the district, the FFO would have to fund that. Therefore, we are very particular about the STEAM Lab and only enrichments that would directly benefit the FFO will have access to that space. A. Lewis- would we be able to use other rooms without going through Facilitron? For example, can we use the Art Room for an art enrichment ran by a volunteer with their own art supplies funded by the FFO? Dr. W- yes, as long as the volunteer falls under the insurance of the FFO.

5. Pledge Drive: C. Gray

- a. About a month in, last week's count: \$42,500.
- b. We'd like to send out another push. Welcome additional ideas of how to market it better. One possibility is having the teachers send out an email to their parents/class talking about how the funds have directly impacted them and their classroom. Possibly updating the videos from last year. We will be raffling off Spring Fling tickets next week and Jerabek spirit wear certificates in the coming weeks.
- c. Email is staying the same- jerabeksuperpledge@gmail.com
- d. Thank you M. Shuey for helping me get out all the thankyou emails. We continue to push for corporate donations.
- e. S. Camarillo- do you have a month in comparison from last year? C. Gray- yes, it's pretty comparable. S. Camarillo- I feel that as parents we want to see how this is directly impacting our kids and we want to get eyes inside the classroom. If teachers can share pictures or videos (leaving out student faces) then that would be impactful.
- f. K. Fields- people are drawn to things that are happening outside the school during pickup and drop-off. Maybe setup a table with a guessing jar and things that the FFO has funded. Have the Venmo QR code available so it's easy. A visual is helpful because people see their emails then quickly forget. V. Neville- there's been a shift over the years with the amount of money different events bring in. K. Fields- Do you have record of which companies corporate match? Some may not even realize that their employer corporate matches.

6. Art Corps: M. Shuey

- a. Family Art Night- Thursday, October 22nd. Signups will go live a week prior. Our volunteers have made some amazing flyers advertising the event. This will be the first of three family art nights and they are all already in the schedule. The signup link will go out in the newsletter, on the Facebook group, and through the room coordinators.
- b. ArtCorps lessons begin in November. We are looking really good on volunteers. There are a couple classes that only have one volunteer so we may need to do a little push for an additional volunteer, but otherwise it's going great. Dr. W- we can put as many volunteers in the art room as the teacher is comfortable with. Last year there was a limit of two volunteers, but that does not apply this year.
- c. S. Ward- Charlotte Young and Laura Stephens (with their Real Estate Agency) will be supporting Family Art Night. They are going to be supplying a banner. They know that it will need to be facing into the school, rather than out. Dr. W and S. Ward to discuss where is best appropriate to display banner. M. Shuey- also all of our flyers have a "thank you to our sponsors".

7. Spring Fling: K Fields

- a. Running a little behind, typically the first meeting is held early October. The Spring Fling committee is so tiny and is looking for additional volunteers. Messages are going out. We did get one volunteer from the Facebook group, one through room coordinator email, and one at Oktoberfest. Biggest hurdle right now is we need more help.
- b. K. Nocella and K. Fields trying to find volunteers to shadow and learn to takeover role for future years.
- c. Venue- looking at possibly buying out a restaurant. In communication with the Prado. Jessica Sanfelippo is speaking with the Pendry as she has a connection.
- d. Hoping to have this wrapped up by the end of the month, because we can't move forward without a venue.
- e. Friday night will be the new norm as it comes with a huge price break. For example, with the Prado it's \$10,000 less.

8. Movie Night: S. Camarillo (speaking for K. Nocella)

- a. \$2000 grant. In addition, a \$1500 sponsorship from Anthony Gonzalez with West Coast Civil. Budget- \$3500. During the event we earned \$755 from food. After expenses, we were left with a \$1880 surplus. S. Ward sent a thank you card around for FFO members to sign for Anthony.
- b. Commcinemas will upgrade the screen to 32', no extra charge next year since there was a hiccup with the blower. K. Fields- the blower didn't work and a Jerabek dad took it apart and put it back together again. Meanwhile the company did not return with a new blower until 8pm. Thanks to that Jerabek Dad (Dane) we were able to start on time. We need a thank you for that parent, that was awesome.
- c. Snooze Mattress will be the new sponsor for Movie Night in the future.
- d. Next year, early arrival to test screen logistics. Early arrival to allow time for custodian setup. Custodian and chair should get walkie talkies.
- e. Asking for a little room in the budget for vinyl banner instead of handmade posters. Replica Printing gives us a discount and did our spirit wear banner for \$50.
- f. Feedback is always appreciated.

9. Costume Sale: E. Caballero

- a. As of yesterday, we raised \$381.
- b. We sold most of them the first day. Suggest next year we start the first few days at \$10/ costume (we started at \$5 this year).
- c. BOGO sale today and then any remaining costumes will be donated.

10. Grants: M. Shuey

- a. If you know or hear of any grants, or maybe you work for an organization that receives grant funding, send that information my way. We are looking for more opportunities. There are grants up to \$20,000, if it's warranted. If we have other events or programs that we are interested in receiving funding for, reach out to discuss. The caveat is we are applying for 2023 fiscal year funds, therefore we won't receive reimbursement until next year, as late as October. Something to consider as we think about future events, the FFO would have to have the funding first, but then there is that potential for reimbursement.
- b. Grants would benefit from the new email domain; grants@jerabekffo.org
- c. G. Modica- You mentioned if an event warrants it, what is the typical criteria? Should not be a fund-raising event, like Ranch Roundup, we could not justify using grant money for that. S. Camarillo- what about Jerabek Jamboree? M. Shuey- would love to know more about that and how much we would need. A sponsorship opportunity opening up soon (due in February). S. Camarillo- yes, because Jerabek Jamboree is not a fundraiser its enrichment. V. Neville- Ranch Roundup is not a fundraiser either, some years it makes some money, last year especially, but in prior years not so much. M. Shuey- that's really good to know. Family and community engagement events would apply- Jerabek Jamboree, Math and Science nights, but not Jogathon. It also depends on the organization, there are art specific funds, etc.
- d. If you know anyone else that is interested in grant writing, it's simple, just requires a little bit of time, please send them my way.
- e. E. Caballero- are we able to grant money for staffing? Dr. W- gets tricky, if the FFO uses funding to hire staff, FFO has to agree to a 3 year commitment.
- f. M. Shuey- we have to show that the FFO has the budget available to support the event even if you don't receive the grant funds.
- g. M. Shuey will send out general guidelines to the group.

11. Open Topics

- a. M. Berkowitz- L. Cannon please send the rainbow picture to the yearbook email.
- b. M. Berkowitz- Spirit wear sight is down, as new merchandise is being added. Excited about some of the new gear that will be available soon. G. Modica can you let the room coordinators know, if they ever want to buy gear for teachers/staff, we can supply that at cost. Staff/teachers can purchase for themselves at cost. Would love to get all the teachers all the same shirt, we can do that for \$7-8. G. Modica- we could package it with yearbooks from last year. Movie Night- \$700-\$800 worth of spirit wear sold.
- c. G. Modica- just got a text from a parent in another community. Wondering if we were aware of one chip challenge (hot peppers, excessively spicy chips) that is

circulating at other schools. Dr. W- we will send something out and remind the students that chips are not allowed on campus. I've already reminded the teachers- no candy passed out in class. On that note, please know I don't dictate what the school serves for lunch.

Meeting adjourned at 9:00 by S. Camarillo

Respectfully Submitted,

Lindsey Smyres

FFO Secretary