

Jerabek FFO Meeting Minutes

Friday, October 13, 2023

In Person and Zoom Meeting

Present: Sophia Lesberg, Mr. McDade, Megan Blom, Tiffany Cuellar, Valerie Lew, Laura Brizard, Jennifer Clark, Lisa Bologna, Alma Del Pego, Sharon Camarillo, Lindsey Smyres, Kelly Osentowski, Vanessa Neville, Katie Cummins, Abby Flakes, Clarisse Gray, Markissa Hollman, Sabrina Chapman, Marci Meehan, Holly Hanks. Zoom: Arleen Gurfield, Jacqueline Tan, Kari Fields, Katie Rich, Joelle Chaplin, Caroline Han

Call to order: Meeting called to order at 8:03 by S. Lesberg. A quorum was present. A. Del Pego motioned to approve minutes from the last meeting. A. Flakes seconded the motion. All approved.

1. Teacher's Report: SEE ATTACHED

2. Pledge Drive: C. Gray

- a. Currently at \$38,275 amazing, but we are only halfway to our goal and have only a week left. Thoughts as to why it's lower?
 1. H. Hanks- for my family it's hard having three kids at three different schools all of which have a general drive at the beginning of the year.
 2. V. Neville- in general, there's been a natural trend, people want to donate towards specific events such as the Jogathon, which keeps pulling away from Pledge Drive.
 3. S. Chapman suggested the drive might be raffle driven and because we aren't doing raffles this year, it isn't enticing people to participate. C. Gray- after a discussion this summer about whether people were driven by electronics, we decided to switch to schoolwide incentives instead.
 4. C. Gray- I do think there is a lot more that we can do in terms of marketing. I also think there is a lot more events going on this Fall, like the Bookfair, yearbook sales starting sooner, and Trunk or Treat. In the past Pledge Drive has been the focus for the first ten weeks of school.
- b. Going forward-
 1. We are going to have a trivia raffle during lunchtime.
 2. UTK donations are low, and we feel part of that is due to parents not understanding what the funds are used for. In response, we are going to have a FFO Wheel or trivia outside the kindergarten exit after school. Snip-it videos via the newsletter and Facebook next week. Targeted communications to UTK/K classes. We'll need faculty support to send messages through ClassDojo explaining what the funds do for their classrooms.
 3. S. Camarillo (and C. Gray) constructed an email for teachers to send out to families. Very light with specific bulleted items that are relevant to every grade level. Will send out to teachers today and they can tweak it to suit their needs before sending to families. In addition, asking for cohesion in

communication. Hopeful that the Pledge Drive will pick up, but also fearful that this is the start of a trend. There is going to be an impact if we cannot get our fundraising numbers up.

4. K. Osentowski offered to put out a big QR code during Math and Science Night.
 5. C. Gray- Anything you can do to get the word out, especially to those younger grades, is helpful. S. Camarillo- we need to have a return to communication that targets those specific families.
 6. A. Flakes- I feel the videos done in previous years were very helpful. There is a large population that has no idea what these funds go towards.
- c. What comes to mind that the FFO supports?
1. L. Bologna- Classroom enhancement money which funds prizes for kids as they reach certain academic levels, classroom supplies, etc.
 2. A. Del Pego- Engage NY math, classroom supplies, online learning programs such as First in Math, math folders with multiplication and fraction charts.
 3. V. Lew- personnel support such as STEAM Lab, Librarian, etc.
 4. Several teachers said they would be willing to be filmed talking about how FFO funds impact the school.
- d. C. Gray- Extending Pledge Drive until November 3rd to allow for more opportunities to share and discuss it at upcoming events.

3. Spring Fling: K. Fields/K. Cummins

- a. K. Cummins- First committee meeting last week. Very close to signing a contract, 99.9% sure we are going with the Coronado Island Marriot Resort and Spa for Saturday March 9th, from 6-11pm (the school calendar says March 23rd).
- b. K. Fields confirmed that the contract is in her email inbox, and they will be signing.
 1. Looking for corporate sponsors. Hoping to find some soon as they can be put on the back of the save the date flyer.
 2. Will be collecting donations for a staff fund; will send out a staff interest survey. Staff members that opt in can always decide later to opt out if something comes up. However, staff cannot decide to opt in later if they have already opted out.
 3. Aiming for 250 attendees but can accommodate more than that.
- c. M. Meehan gave a brief overview of a new auction software called OneCause.
 1. All of our fundraising would be in one place, with separate links and QR codes for the different events. All funds would go to one account. Option for contributors to pay the CC fees. Plan to start with Spring Fling and maybe Jogathon. If it is going well, will use for Ranch Roundup as well. This would be very helpful for next year's Pledge Drive as well. Ability to create pages for fund-a-need items that come up. Takes apple pay, google pay and CC. A nice upgrade for the FFO.
 2. Cost: \$3,500 for the first year (help with setup and extras during the first year). \$2,500 every year after.
 3. Current cost of the Spring Fling fundraising platform: \$1,300.
 4. K. Fields spoke with Bird Rock Elementary and La Jolla Elementary and they recommended OneCause.

4. Square 1 Art: H. Hanks

- a. For the teachers, catalogs will be going home November 1st. If anyone is interested in sibling art, please direct them to Holly Hanks square1art@jerabekffo.org. Advertising will begin after Bookfair is over.
- b. Fundraising goal: 45% participation as Jerabek will get 38% back.
- c. Fundraiser order deadline: November 10th. Orders will be received before Hannukah.

5. After School STEAM Class: K. Osentowski

- a. Pending approval, running an after-school enrichment class Nov 27th-Dec 1st from 12:30-3:30pm (minimum days due to teacher conferences).
- b. K. Osentowski volunteering her time in an effort to raise \$4,000 for the FFO. As part of the class, students will get a to build and take home the old Piper computers that were replaced this year.
- c. Class is for students in grades 1-5; will accommodate 18 students.
- d. Once approved, will be put up on Homeroom.

6. Math & Science Nights: K. Osentowski

- a. 4th/5th Math & Science Night went well. Received great feedback.
- b. Committee Team: Annica Harrison, David Hecht, and Kelly Osentowski.
- c. Next night is this Thursday for 3rd grade. Redoing everything that we did for 4th/5th. Only have spent 5% of our budget.
- d. Discussion around doing a Math and Science Night for TK. It was determined that it wouldn't be fair to exclude them. The FFO will assist in requesting more volunteers, deciding whether to cap the numbers to ensure that we have enough space and supplies and executing in a way that isn't overwhelming.
- e. S. Chapman requested K. Osentowski send her a flyer that can be forwarded to the 3rd grade classrooms.

7. Trunk or Treat: M. Hollman

- a. Thursday, October 26th, from 5-7pm in the Jerabek parking lot.
- b. 12 cars participating so far with a nice variety of themes. Aiming for 20-25 decorated cars. SignUpGenius going around.
- c. Advertising: signs on school fences (picking up from Replica this weekend), Koala Korner FFO Newsletter, Room Coordinator emails, Facebook page.
- d. Sponsor: Mr. Christmas Lights (recruited by Nicole Gire). Ron (owner) is going to put up all the lights for the Trunk or Treat event and will have a table out during the event advertising his services.
- e. Coach George will DJ the event.
- f. Free event: cars are decorated in the parking lot and kids trick or treat from car to car. The parking lot itself will also be decorated. An opportunity to socialize and mingle.
- g. Food available for sale.
- h. Expenses (budget- \$1,000):

1. Collecting candy donations, however it's possible we will need to use some of the budget for additional candy purchases.
2. 3- \$100 gift card awards for the Scariest, Funniest, and Most Creative trunks.
- i. Other volunteer needs/opportunities (on SignUpGenius):
 1. will add spirit wear table (with C. Gray)
 2. entry and exit monitoring
 3. food sales
 4. candy allocation to cars (making sure they don't run out)
- j. C. Gray- we just hit the \$40,000 Pledge Drive milestone. Students will receive an extra prize during the event.
- k. A. Fields recommended using our lighthouse leaders when we need extra volunteers. Reach out to Mrs. Bologna/Ms. Blom.
- l. C. Gray recommended utilizing Safety Patrol, the students love the responsibility. Reach out to Mrs. Del Pego.
- m. Discussion around better advertising. Suggestions:
 1. teachers promote the event in their classrooms.
 2. flyers/signs around campus and in the office advertising the need for more cars in order to execute this event.
- n. Note: decorated cars may supply their own candy but are NOT obligated to do so as the FFO will provide. However, candy purchases/donations will not be reimbursed by the FFO.
- o. M. Blom confirmed FFO can advertise during the morning announcements. Send her an email with a script and which day it needs to be read. She will proof and forward to the teacher in charge that week. She can also announce the Pledge Drive classroom incentives. Email exact script to M. Blom, Mr. McDade, and Shana. V. Neville suggested funneling it through Jessica Sanfelippo. Consensus was to email president@jerabekffo.org in order to avoid repeat requests to school admin.

8. Principal's Report: Mr. McDade

- a. Mr. McDade was able to procure a paint swatch. Requesting FFO funds to purchase a 5-gallon bucket of paint for a self-help project (re-painting the wall in the cafeteria over a weekend).
- b. Belen Islas provided some mural samples for the wallball walls.
 1. The 5th grade mural has been approved.
 2. The other samples include 'be kind', bees and flowers, with a white background. Concerned that it will look dirty, immediately. S. Lesberg (and Jessica Sanfelippo) to consult with Mr. McDade on this.
 3. Belen has a contractor at the studio. This solves the previous contractor issue as long as the contractor's license is approved by the district. Belen will paint the mural in studio and then the district will install.
 4. No site-based moneys will be used. Using Prop MN money (~\$25,000)
 5. Will get it done in ready time.
 6. If Belen's contractor's license is not approved, we will have to go with a district hired muralist.
 7. The district recently came out to paint over the freestanding wallball walls, but they need to be updated/refabricated as the wood that was used is not withstanding the moisture.
- c. Conex Box in corner-

1. Donated by the FFO circa 2016. A member of the FFO procured it, was supposed to make payments, made one payment, and then defaulted on the rest- \$8,000.
 2. Mr. McDade asked the same district rep we are working with regarding the murals, if we can purchase the Conex box with our prop moneys and continue using it for auxiliary space? Short answer yes, but they do not support having Conex boxes because they rust, leave residue, not environmentally friendly and safe to have on campuses.
 3. Removal is problematic- would require movement of a fence and working around bungalows and play equipment. Prop MN is working on determining how much it would cost to remove.
- d. Whole-site re-modernization:
1. Four-year process:
 - i. Calling for a community meeting (the design task force) to be held in December.
 - ii. Begin the one-year design phase.
 - iii. Start the whole site modernization phase.
 2. Research shows Gen Alpha students are more sensory adaptive (environmental noise and visual). Open loft facilities are not ideal; therefore, they'd look to close off.
 3. We do not have a dedicated space for UTK/K, this would need to change in our major design plan.
 4. Things that have to be done/considered:
 - i. 5-6 bungalows that are totally out of code.
 - ii. Multiple space issue concerns during modernization, including but not limited to: Classic Kids (they own the building, but it's on district property). SAY, they don't pay rent, but we are obligated to provide that space to a licensed childcare. PrimeTime is also being added. How do we provide space for this without putting bungalows on the field.
 5. Letters will go out into the community (within the next month) inviting them to get involved in the design phase. Bob Ilko and every major stake holder in our area will be involved. Murals, Conex box, painting, sloping issues in the cafeteria, etc are all related and will be impacted by the redesign.
- e. Staffing Adjustments-
1. We are allocated one extra teacher and are looking at all possibilities. For example, adding another combo, relieving multiple grades with support, etc.
 - i. Collective decision will factor in: the number of students impacted, how we can redesign our schedule (blocks) and still afford students time to intermix with their friends/peers, the running of our extracurricular activities, etc.
 - ii. Families/students affected this year will get primary placement next year. If placed in a combo class, they are then guaranteed to never again be placed in a combo class throughout the rest of their elementary school years.
 2. Allocation for our special ed division is highly understaffed. M. Blom and Mr. McDade are providing full time behavioral health support in classrooms.
 - i. We do have a 0.4 Ed specialist coming due to our case management (8-12 students needing case management on their contract).

- ii. Also waiting on a staffing adjustment for our Paraeducator Independence Facilitators (PIFs) (SBET, SEA, and SET bundled into one PIF position). Providing adequate training for individuals transitioning to PIFs on campus. Extended the hours (6.5-hour day).
- f. FFO grant questions:
 - 1. M. Blom asked if our Ed specialists receive FFO grants? V. Neville confirmed that Ed specialists and PE teachers receive FFO grants (music has been supported in the past).
 - 2. Mr. McDade- the entity of the FFO is supporting all students equitably. With that said, does our counseling department receive that kind of support? Do/can they put together a grant proposal to request funds for certain projects?
 - i. Currently there is a need for a sensory space, a place where students can go to regulate based on their needs. It would have an early modality framework, sand and water tables, doll houses, non-directive play, etc. We have a really adapted counseling space, but that is not a sensory space. Any expertise from the community would be helpful, but the real problem is we are lacking space.
 - ii. S. Camarillo asked about the computer lab. M. Blom uses that space (not the tech) for CAASP testing in the spring. It is also currently being used by robotics.
 - iii. Shana and K. McCaully moved the book room and made it into a counseling space.
- g. SDUSD/Jerabek Budget Concerns
 - 1. Mr. McDade explained that SDUSD is going to have a budget crisis next year and it is not due to raises. COVID relief funds will disappear and there are positions currently supported by those funds. Out of every school, the lowest funded school is Jerabek.
 - 2. Mr. McDade is working on recouping \$8,000 that we were overcharged for the Arts Education Project. In addition, a lot of the funds the FFO provided were based on last year's numbers. There was a 10% and 5% retroactive raise during the summer. Based on the amount given, we are in the red for our noon duty and our positional library assistant. In turn, it's encroaching upon the funds we have set aside for classroom support (~\$12,000). We can no longer afford the mural (\$15,000) that was going to come out of discretionary funds as we are having to dip into different pots of money to fund these shortfalls.
 - 3. V. Neville asked Mr. McDade how much Jerabek is short overall? Mr. McDade didn't know, still working through the layers.
 - 4. Mr. McDade also discussed the FFO (9600) contribution funds. The FFO has supplemented and bought a lot of different programs. Mr. McDade expressed the need to provide/show the school community how these programs provide dividends to our kids. The FFO is afforded data to show the impact because the FFO is investing in our kids. Some of these programs include:
 - i. Engage NY Math Curriculum
 - ii. Phonics- we have a large team looking at the different phonics programs we have here at Jerabek, weeding through it to provide data.
 - ii. Also looking at the longevity of Leader in Me- can't afford the subs. How can we do this without incurring the cost for subs.

5. S. Camarillo suggested scheduling a meeting in the spring with V. Neville and the executive committee to go through the budget line by line. Get together, utilizing V. Neville's expertise, to see how we can navigate these new challenges and changes, and re-work the budget given the crisis. Mr. McDade and V. Neville agreed.
 6. H. Hanks asked whether SGT is involved with the budget.
 - i. Mr. McDade explained that SSC helps to identify and run our school plan, helps organize our work for the year and how we will support it with our site funds. SSC manages and agrees upon LCFF (local control funding formula based on child) funds which is approximately \$15,000. Discretionary funds based on pupil (~\$45,000) are managed by Mr. McDade.
 - ii. SGT manages how it impacts the contracted professional program for our teachers. Shared decision-making body of how the teachers are impacted by the different programs. For example, work load, prep time, different decisions that impact teachers time.
 7. S. Lesberg suggested that this information be shared during a Principal's Chat. Mr. McDade would like to deliver this information when he has more specifics, currently this information is more generalized. S. Camarillo shared how hearing from him about the gravity of the situation, especially in the midst of a pledge drive, would be beneficial. Mr. McDade suggested that V. Neville and Jessica Sanfelippo meet to discuss some of the particulars, so that he can articulate some of the decisions a little better.
- h. Current Global Safety Concern
1. At 9:30am, Mr. McDade will hear back from our area Superintendent (Maria Gomez) with more information. We have a Family Friday Lunch event planned today, but we also have a Habad center less than a mile away. Not all of SDUSD is on alert, but schools that have a disproportionate number of students of Jewish faith may be impacted and we are one of them. In light of this, we are looking at two options for today's event:
 - i. If a patrol officer can be on-site, sending out a message indicating to parents a single point of entry, with Mr. McDade and M. Blom checking every single ID.
 - ii. Rescheduling the event (which we will do anyway if a police officer cannot be on site).
 2. There was a discussion regarding the best option for today's event and the safety of students. Concerns were voiced over cancelling the event with such little notice and whether the cafeteria would be equipped to handle the influx of students now needing hot lunch. In the end, out of an abundance of caution, the decision was made to postpone the event. The screening process alone would make it logistically unfeasible under emergency protocols. M. Blom will send out a notice to families of event postponement and inform them that the school is prepared to provide hot lunch to students. In addition, they will put out bins for school lunch drop-off, if needed. Counselors already activated per Mr. McDade. They will deliver the message to students along the lines of "unfortunately we have to reschedule the event due to some things that really adults have to deal with."
- i. Equity Team Discussion
1. Mr. McDade- we do not have an active equity team. S. Camarillo explained we currently DO NOT have an equity team but previously had one during COVID.

2. Mr. McDade led a small discussion regarding equity and inclusion. Although we do participate in No Place for Hate, historically at Elementary Schools it becomes more of an activity without education. Suggested reframing lessons from our Leader in Me program by asking what it means in the lives of each and every child. There is also a racial healing handbook that gives a lot of staff and community ideas that we could implement on a small scale. M. Blom- lets streamline equity and inclusion ideas through one point of contact (S. Camarillo).

9. Open Topics:

- a. M. Berkowitz asked for someone to take pictures during the book fair.
- b. T. Cuellar asked about information regarding ordering a yearbook as she'd like to order one. S. Lesberg- there has not been a paper pamphlet, just on the FFO newsletter and Facebook. Would encourage all teachers to subscribe to the Koala Korner FFO Newsletter.

Meeting adjourned at 9:38 by S. Lesberg

Respectfully Submitted,

Lindsey Smyres

FFO Secretary

Grade Level Reports

October 2023

Grade Level	Teacher Representative	Report
UTK/K	Clark	<p>We have been having fun looking at family photos and getting to know each other. We are happy to see how big our community is. We are reading one page of each of our student's favorite books. Students started learning, listening, and singing with their alphabet friends with animated alphabet. Math module one is off to a great start! Students are using their workbooks in class to learn the math lessons and then using their workbooks at home. Leader in Me has rolled out habit one, be proactive.</p>
First	Lew	<p>Welcome October! We've been having some fun-filled STEAM lab lessons about constellations (science lessons) and engineering apple pickers (coincides with our lessons on Johnny Appleseed). At the end of September we had some fun events regarding Johnny Appleseed - first graders had a chance to compare apple juice to applesauce; find out if whole apples, apple cores or apple slices float or sink. Best of all was eating the apples!</p> <p>Currently the students are Word Detectives working on earning their Word Detective badges and using all they know to solve tricky words! We're finishing up our unit on personal narrative and learning about how to make our writing stronger using author craft moves.</p> <p>In math we're learning about how to make equivalent expressions of a number, how to count on, and how to solve unknown variables.</p> <p>We are learning about our governmental leaders and citizenship along with the golden rule.</p> <p>Coach Murray is teaching the students about ball-handling skills of throwing and catching.</p> <p>In health we're learning about our bodies and the digestive, skeletal, and circulatory systems.</p> <p>Note: we heard the families had a great time at Movie Night! Thank you, FFO for all you do!</p>

Second	Brizard	<p>Thank you FFO for putting our Wish List on your website. Families have been wonderful in donating school supplies. We had an amazing showing for BTSN. We started teaching math on the first day with our Engage NY consumables. We are doing Growth Mindset activities and Read Alouds. The students are excited to go to PE weekly. We started Benchmark Unit 1. Students are getting an overview of Leader in Me with the first 8 lessons. We are teaching students how to use their chromebooks to login for Benchmark and FAST.</p>
Third	Cuellar	<p>October Third graders just finished their Multiplication/Division Unit. We are now working on <i>Time and Measurement</i>. We are busy drafting and taking our Personal Narratives through the Writing Process. Government is all wrapped up and we have moved onto Landforms. Overall, our third grade group is doing AMAZINGLY WELL! We are so proud of their progress as students and their willingness to take on new challenges. A big SHOUT OUT to the FFO for the wonderful Book Fair--THANK YOU!</p>
Fourth	Bologna	<p><u>October:</u> In fourth grade land, we have completed 2 of our modules for math and are just beginning our 3rd which focuses on long multiplication and long division. This module will take us almost to winter break so it is one of our longer modules. We are in the middle of our narrative writing unit and students are working hard to write personal narratives of a seed story. They love writing and look forward to it daily. We just started our Accelerated Reader program which is helping our kids with their 40 book challenge for the year. Each class has several students who have read at least 10 books so far and loving the independent reading time we offer each day. We are halfway through our first round of speech masters and although it stresses some kids out, they are doing well! In social studies we finished our first unit on California Regions. We are starting mystery science and are enjoying the “human body, vision, and the brain” unit. We had our first VAPA day this week and the kids loved their rotations. The teachers spent lots of time</p>

		<p>looking at student work and planning for future lessons.</p> <p><u>September:</u> Fourth grade has hit the ground running. We have spent some time getting to know our students focusing on their strengths. We jumped right into our math program focusing on number sense and have already had a quiz. We are beginning grammar boot camp, reading workshop, and have talked about our 40 book challenge with the students. In Social Studies we are beginning our California Regions unit where the kids will all research a region in California and then create a travel brochure for that region. We have spent time with Leader in Me talking about being proactive and taking initiative. We are all excited about our lower class sizes this year after having very large classes last year!</p>
Fifth	Del Pego	<p>We are off to a great start...</p> <p>Our students were given the pre-writing assessment and are working hard on their narratives in writers' workshop. MobyMax is up and running, students were able to take the math assessment and we now have a snapshot into their math knowledge. We have finished module 1 and are ready to assess module 2 in the coming week.</p> <p>We thank Sharon Camarillo and Katie Rich for speaking at our BTS night.</p> <p>In science in we are continuing earth science- studying earth's spheres and water in our planet.</p>