

Jerabek FFO Meeting Minutes

Friday, December 1, 2023

In Person and Zoom Meeting

Present: Jessica Sanfelippo, Mr. McDade, Tiffany Cuellar, Valerie Lew, Laura Brizard, Shannon Frey, Jennifer Clark, Alma Del Pego, Sharon Camarillo, Sophia Lesberg, Lindsey Smyres, Kelly Osentowski, Vanessa Neville, Katie Cummins, Clarisse Gray, Markissa Hollman, Emily Caballero, Holly Hanks, Michelle Berkowitz, Caroline Han, Kristin Burer, Kari Fields, Joy Wood, Abby Flakes, Sabrina Chapman, Katie Rich, Melissa Miller

Call to order: Meeting called to order at 8:05 by J. Sanfelippo. A quorum was present. A. Del Pego motioned to approve minutes from the last meeting. V. Lew seconded the motion. All approved.

1. Teacher's Report: SEE ATTACHED

2. Principal's Report: Mr. McDade

- a. Budget/Planning: SDUSD changing the way they operate and upping the planning phase, which includes projected enrollment for the next school year, funding sources, staffing needs, etc. Schools now have their enrollment numbers and have started planning.
 1. Marshall Middle School already picked their course cards. Mr. McDade didn't know initially as it went through the 5th grade team.
 2. Our projected numbers for next year are unchanging (715) and therefore we should have stable staffing. Come Feb/Mar we will look at all our different programs and the needs of students and advocate for appropriate staffing.
 3. Mr. McDade should have a good understanding of Jerabek's operating budget soon. He has a workshop on Dec 12th.
 4. We still have our two funds.
 5. Jerabek is the least funded school in SDUSD. No title one, based on that we are at 13.6%. Effects our Local Control Funding Formula (LCFF). We are at a \$75-79,000 total operating budget (which includes general and LCFF).
 6. Major changes due to the loss of ESSER funds (covid relief money). Extended learning summer school is going to vastly change.
 7. Mr. McDade hopes to bring the budget to FFO in January so we can start planning for the 2024/2025 school year.
- b. PrimeTime: Last of 14 schools without a PrimeTime and we are required to have it.
 1. Boys and Girls school will be sending out information in January to approximately 108 families who qualify.
 2. If administration finds a student with a need that is not on the qualifying list, given ~10% opt in rate. Fee based programs (SAY, Klassic Kids, SRSRC) not going to be impacted substantially.
 3. Currently looking for space around campus (very limited). Starts Jan 8th.
 4. Admin may seek input from the general school community about which entity we'd like to manage the PrimeTime program.
- c. Arts Education Program (AEP)-

1. Jerabek went through the process last year to change their focus for PREP (designated time each week to release teachers for an hour or more of planning) from music to PE.
 - i. Students are required to have 200 minutes of physical education every 2 weeks, which was proving to be extremely labor intensive for teachers to manage.
 - ii. In addition, music teachers at Jerabek in the past were phenomenal and the Jerabek expectation/standard wasn't being met.
 - iii. The physical education program is brand new this year. Mr. McDade said his job is to really set a standard and make sure teachers are communicating to parents' what students are doing as they are really looking to create a top-notch physical education program.
 2. Arts Education program (VAPA/PLC), the goal (100%) is finding a way to provide an added value to students when teachers are working in their PLC's.
 3. Historically, the FFO provided the teachers with purposeful planning (release days for the teachers to work in their PLC's). The district thought of this and looked for ways to bring VAPA to schools. They looked for interest within the substitute pool and trained them in the various arts.
 4. Currently there are some frustrations with the Arts Education Program as lessons are not grade appropriate, specifically at the UTK level. Looking into options such as utilizing some of our phenomenal substitutes (i.e. Mary Johnson). Trying to access and organize a cadre of subs (working with SR cluster schools). The hope is that if Mr. McDade has a plan, the district will release those funds and invest in a plan that will better suit the needs of the students in the younger grades.
 5. S. Camarillo asked the teachers present if they felt they were benefiting from the planning period during AEP and J. Sanfelippo asked how important is it that the entire grade level get planning time together? A. Del Pego said it's important that it is together as they plan writing. In addition, each teacher of the grade level team is in a different forum (SGT, FFO, etc). V. Lew expressed the importance of having it together at the primary level as they do use the same curriculum and align lessons/units.
 6. Discussion around the Arts Education Program (VAPA/PLC; the \$26,000 that the FFO invested in). Teachers are benefitting, but there is a realization that some of the VAPA educators provided to us from the district are not meeting our expectations, specifically in the primary grades. The program should be a win-win.
 7. S. Lesburg asked Mr. McDade how quickly we could make changes to the program. He explained that the money is still in our budget and the districts Arts Education Program takes from it to pay the teachers they are sending. We could use the same bucket of money to pay substitutes instead. The challenge is that UTK requires two qualified teachers.
 8. SDUSD has a VAPA (Prop 28) grant from the state of CA for Arts Education, we were given a percentage. High Schools got money. However, at the elementary level they control it centrally and distribute. We have 3 candidates over to HR and it's been a month with no movement.
- d. STEAM Lab-
1. School directed position specific to Jerabek. When created, we had to come up with job duties, but K. Osentowski is doing much more than that (teaching rather than just an advisory role). With K. Osentowski leaving in January, there is concern around who we hire as the job duties listed on the job description do not match our expectation.

2. Mr. McDade trying to clean up some the nuances to pay for programs.
 3. V. Neville asked about hiring for FFO funded positions (i.e Steam Lab) We were told previously that it had to be done a certain way. Mr. McDade confirmed there are other ways and still be in control of who is hired, but as of now we are locked in for the 3-year commitment.
- e. Leader in Me/Jerabek Vision-
1. The visioning phase. Mr. McDade said he doesn't think we have had a vision for our kids at Jerabek for 10-15 years. We've had some individual missions at grade levels.
 2. The first step for the Springtime, evaluate programs.
 3. Eventually the goal would be to provide parents with detailed information to supplement with at home.
 4. A. Flakes asked Mr. McDade whether he was going to do a principal's chat anytime soon to help alleviate some of the constant emails? Even if they are just to address specific topics? Mr. McDade, said yes, he plans on doing them, starting with one specifically for 5th grade families (understanding middle school).
- f. Winter Holidays- Mr. McDade sent a communication out to teachers regarding school policy and to help with verbiage. Teachers will communicate to room coordinators what kind of support their classrooms need for holiday parties, centers, etc.

3. Pledge Drive: C. Gray

- a. At the end of Pledge Drive we were short of our goal by \$655, but someone stepped up and donated \$660. Total raised: \$80,005
- b. Special recognition to J. Sanfelippo as she was not in the elect position last year at this time and this was all completely brand new. Thank you so much for all you did!
- c. Reached our goal, therefore students will getting all the incentives- extra recess (before the holiday break), crowd source an idea (after break), Spring Movie Night (looking at a date in Mar/April).

4. Square 1 Art: H. Hanks

- a. Historically \$14,000 in items sold, this year, just under \$16,000. Thanks to the teachers and Mr. McDade for getting the information out. Big thanks to Jennifer Hudspeth who helped get flyers into the teacher's hands.
- b. Expect Jerabek will make ~\$5,000.

5. Yearbook: M. Berkowitz

- a. As of Tuesday of this week, Shreya reported 269 yearbooks ordered, 68 of which are for 5th graders. After today, the price jumps from \$38 to \$50.
- b. Compared to last year at this point, 100 more have been ordered.
- c. If there are 2-5 5th graders that haven't purchased even up until the last minute, then we will use the last of the funds to purchase. However, if there are 20-30 (larger percentage of the grade), then we cannot cover those costs.
- d. Retiring teachers, we will also give a yearbook.

- e. MC Santos is going to be shadowing to take over for next year and is going to start taking over the process of sorting through the emailed (yearbook@jerabekffo.org) photos and loading them onto the site.
- f. Shreya did an awesome job on the jot form.
- g. J. Sanfelippo will put a message in the newsletter asking parents/teachers to start submitting on-campus photos.
- h. 5th grade promotion- need a parent to start collecting 5th grade Kinder photos.

6. Hospitality: A. Flakes

- a. Years past the budget has been spent on the first day back and then on Teacher Appreciation Week.
- b. Doing it a little different this year by adding "Treat Tuesdays". One Tuesday a month our Lighthouse Leaders are handing them out.
- c. The hope was that the community would step up and we'd get donations for a lot of these items. So far little success, therefore looking for families with local businesses or who would like to help with that. Please reach out with ideas.
- d. Teachers are loving it.

7. Spring Fling: K. Fields

- a. Save the Date going out today.
- b. Theme: Desert in Bloom
- c. Still working on the OneCause website, therefore this year the save the date will include the FFO Spring Fling website page (2 step process) but next year it will be one step through OneCause.
- d. Three tier pricing this year: early bird \$135 for 1- 2 weeks before winter break, then the price will go to \$165 until mid-February before going up again to \$195.
- e. 22 interested staff members so we will be running a staff ticket fund again. There will be directions on OneCause of how to contribute full, half or \$25 increments towards staff ticket/s.
- f. Tickets include welcome drink, salad, entrée (chicken or butternut squash ravioli), dessert, coffee bar, photo booth, dancing, auction, necklace game.
- g. 10th annual gala so committee has been brainstorming ideas: \$10 donation ring a bell.
- h. New items up for bid this year: experiences.
 1. For example, Greg Camarillo donating day/time for 10 kids to learn to play football alongside an NFL player. The host can partner with other people, but they are the one paying for any cost related to the experience.
 2. Silent auction- you do not have to be present at Spring Fling to bid, but for the live auction you do.
 3. K. Fields vision would be that the experiences would not just be a spring fling thing. That this could happen all year long, building community and raising money for the school/our students.

8. Book Fair: E. Caballero

- a. Survey to the FFO showed most preferred Literati bookfair to Scholastics, so we are going to stick with Literati.

- b. Timing- can't do a BOGO during Read Across America week (would have to plan for April/May).
- c. There was a percentage of individuals that prefer the bookfair during RAA week so to appease for this year, we will hold the bookfair during RAA week - Feb 26th- Feb 29th. We can re-access for next year whether we want to have two bookfairs, timing, etc.
- d. Not doing a Friday lunch this year as we will have the parent/reading event on Thursday night. Parents can stay late, attend the bookfair and then we will breakdown bookfair that night. Incentive to doing a second bookfair- higher percentage back (30%).

9. President's Report: J. Sanfelippo

- a. We really need to find someone to replace V. Neville as Treasurer Reimbursements next year and that transition will be so much easier if that person can start shadowing her now. Anyone with an interest in bookkeeping and who wants to get involved. Ideally a UTK/K parent. Approximately one hour per week time commitment once in a rhythm.
- b. After School Enrichment coordinator for next year. A lot of the vendors are already established, and the main role is the coordination of it all. Confirming with vendors and working with Shana to schedule rooms. Majority of the work is before each session. A. Buntin knows someone who is interested.
- c. J. Sanfelippo, V. Neville, and FFO Discussion around keeping Venmo account once OneCause is up and running. Consensus: definitely drop PayPal, but need to access the ease of use of OneCause at on-campus events (i.e. buying pizza) vs Venmo. If we keep Venmo, then we need to at least establish a new one. Further discussion to be had.
- d. FYI- we are combining the FFO Newsletter (Koala Korner) with the Jerabek Newsletter. M. Hollman will send out another reminder about the deadline of when information info is required. Newsletter going on the FFO website and on the Jerabek website.
- e. J. Sanfelippo will discuss with S. Chapman ways we may look into streamlining and centralizing the FFO related emails that room coordinators are currently responsible for sending out. Any changes would not be implemented until the beginning of the 2024/2025 school year.

10. Open Topics:

- a. None

Meeting adjourned at 9:52 by J. Sanfelippo

Respectfully Submitted,

Lindsey Smyres

FFO Secretary

Grade Level Reports: December 2023

Jerabek Elementary Family Faculty Organization

Grade Level	Teacher Representative	Report
UTK	Frey	<p>In November, our UTK kiddos spent time learning about letters G, H, and I. We practiced counting and patterning with different manipulatives. We had an amazing friendship celebration right before break. Thank you to all of the awesome parent volunteers that came to help. We are continuing to work on leaf and pinecone science and we will be moving into learning about letters J, k, and L. Thank you FFO!!</p>
Kindergarten	Clark	<p>Our kindergarteners are being meteorologists during our weather unit for science, and we are making windsails in the STEAM lab. For math, our students just finished Module 2, learning about flat and solid shapes. We are now working through our Module 3 measurement and data units. During writing, our students are learning to write narrative books about true events that happen in their lives. Next week we will set up the Polar Express, and students will be able to experience the winter wonderland. In reading, we are about to read about all of the winter holidays that bring light and joy to our classroom and the Scripps Ranch community. It is always a fun time in kindergarten! Thank you for your continued support and for making Jerabek such a fun place to learn!</p>
First	Lew	<p>Thanksgiving Break was well deserved and needed! This week we are meeting with our wonderful parents on how best to support their children through the basics of reading, writing, and math. Literacy learning- finishing up our "how to" writing and Learning ways to approach non-fiction reading. Phonics/Word study focus: sight words and glued sounds. Math - data and measurement. We're looking forward to the December Winter Break. Holiday celebrations of the following: Hanukkah, Kwanzaa, Diwali and Christmas. Thank you, FFO, for all your support and Happy Holidays, everyone!</p>

Second	Brizard	<p>Second grade is working on their Nonfiction Writing on Habitats. We are starting the 5th Benchmark about Solving Problems Through Technology and we will do ecoding. We will be learning about Holidays around the world and students will share a family tradition. We enjoyed making applesauce and butter before Thanksgiving. We are thrilled to have Mrs. Jones back. Meeting parents during conferences has been amazing!</p>
Third	Cuellar	<p>November</p> <p>The Third Grade life is a fantastic life! Our kiddos are zooming through the metric system (and telling time). Our personal narratives are wrapped up and we are moving onto Informational Writing. Students are learning about animal adaptations and are using the Renaissance (AR) app to test their comprehension in reading. Landforms are taking shape in the form of Fantasy Islands (the students are phenomenally creative). We learned the history of Halloween, Dia de Muertos, and Diwali recently (and did some fun cultural art projects). Everyone is looking forward to Fall Break and time with family. THANK YOU for your passion and support!</p>
Fourth	Bologna	<p><u>December:</u></p> <p>In reading our students are taking part in the Accelerated Reader program and testing on books they read. It is very helpful to us as the teachers to monitor their reading this way. We finished our personal narratives and have turned them all into little picture books. The kids are loving this and reading each other's stories daily.</p> <p>In math we are continuing our long multiplication and long division unit and the kids are doing well in this. This is where knowing their multiplication facts really shows!</p> <p>We are investigating Native American tribes that were in the various California regions and kids are researching and writing reports for these.</p> <p>Finally, thank you to the parents for attending our parent teacher conferences. We always love sharing our thoughts about your children and appreciate you taking the time to meet with us!</p>

Fifth	Del Pego	<p>Kids are working hard and learning to write a persuasive letter to the Principal, should we or shouldn't we have chocolate milk in school. In math they have finished the first two modules regarding place value and algebraic thinking and are now focused on adding and subtracting fractions with unlike denominators. In Literacy they are working on reaching the goal of 1,000,000 words, whew!!! Our students are also taking part in the Accelerated Reader program and testing on books they read. This is so helpful as we assess their progress in reading. We have also finished our second round of speeches and will begin our next round at the beginning of the year. Most of all, thank you parents for your patience and flexibility as we navigate through 106 conferences. It really is great getting to meet each and every one of you to discuss your child's progress this year.</p>
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