

Jerabek Family Faculty Organization Board Meeting Minutes
Friday, September 6, 2024 | In-Person and Zoom Meeting

Present: S. Lesberg, C. Gray, J. Sanfelippo, L. Smyres, J. Dutson, S. Camarillo, T. Ailes, K. Cummins, J. Hayden, E. Caballero, H. Hanks, A. Flakes, L. Kaplan-Nieto, M. Hollman, M. Miller, K. Fields, A. Flakes, J. Collins, A. Buntin, K. Skilton, R. Watrous, M. Nuon, M.C. Santos, Z. Heisel, J. Wood; Staff: J. McDade, M. Blom, A. Del Pego, K. Berger, M. Pickering, V. Lew, D. Marquardt, A. Romo, K. Jones, B. Kay, T. Cuellar; Zoom: Kristin Burer, MC Santos, K. Fields

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

1. TEACHER'S REPORT: SEE ATTACHED

2. PRINCIPAL'S REPORT: JONATHAN MCDADE

- a. Heat Wave: Temperature monitored at 88 degrees. When the heat index goes above 90 degrees we modify our day with indoor activities.
- b. Plan to collect a check for our music programs at Concert in the Park; event cancelled due to heat.
- c. Whole Site Modernization: Next year we will go through our initial phases with ground kickoff in January 2026. We have had three meetings and 10-12 walkthroughs. We have a good idea of what the design will look like. Biggest next stage is what the actual design will look like, including design mockups. We will flip flop our site with UTK/K in the back area in the new building. We are in the fee approval process and discussing the budget. Our space is getting limited so we have to adjust and share space. We have cleaned up the site this summer. Looking to update front benches. Thank you to our custodial staff.
- d. Safety Measures: We have to be very cautious when we post pictures of children on the internet/social media. We have to make sure students are cleared. Confidentiality is of utmost importance.
- e. S. Lesberg: The Facebook page "Jerabek News" is not operated by FFO. J. McDade expresses concern over confidentiality.
- f. Allocation: We have some increases, but we do not anticipate restructuring with staff. School is looking to hire support staff but is having some difficulties.
- g. Thank you to S. Camarillo for purchasing traffic signs.
- h. Thank you to M. Hollman for newsletter and communicating with the community.

3. BUDGET: JEREMY DUTSON

- a. Vanessa Neville wrote this budget. Please ask Jeremy Dutson if questions.
- b. S. Lesberg: Discussed the change in classroom grants and grade level enhancements. Classroom grants will remain, teachers can pool grants together.
- c. Discussion and questions continued about differences between grants and enhancements. V. Lew expressed concern about equitable distribution. S. Lesberg: We will work to make sure that there is an equitable distribution of funds. A. Buntin will work in collaboration with teachers for on-campus experiences.
- d. J. Sanfelippo: Addressed confusion with grants vs. enhancements. Previously talked about different scenarios regarding the budget. V. Neville built in \$500 grade level

enhancement per grade level. This money is separate from total allotted for on-campus experiences.

- e. J. Dutson: Insurance is billed at \$4000 but budget line item is at \$5000. S. Lesberg explains that our previous treasurer always overestimated costs.
- f. L. Smyres makes motion to approve budget; H. Hanks seconded. All approved. Budget approved.

4. MOVIE NIGHT: JESSICA COLLINS

- a. C. Stepien is co chair. Movie is Moana and is scheduled for Sept. 20th, ahead of the sequel. Every child will receive a lei. The event will be similar to past movie nights: Food, spiritwear, etc. Looking to get a sponsor for \$1500. The event usually comes under budget and the team usually covers remaining small costs, and typically can give money back to FFO. Will request to have Hawaiian spirit wear day the same day.
- b. S. Camarillo suggested a change of spiritwear theme to “tropical,” as Moana is not Hawaiian and represents a comprehensive Polynesian culture.
- c. Discussion about communicating with parents/guardians about safety and supervision (i.e. not dropping off their children unsupervised.)

5. ON CAMPUS EXPERIENCES: AMY BUNTIN

- a. A. Buntin will reach out to the community to get ideas and suggestions of on campus experiences. Will continue to talk with teachers to get suggestions. Not restricted to assemblies, will have a range of experiences to enhance school culture.

6. ANNUAL GIVING CAMPAIGN: KATIE CUMMINS

- a. Pledge drive has been rebranded. We have redone banners and other signage to be easily replicated every year.
- b. Begins Monday, 9/9 through 11/1.
- c. Flyers will be put in teacher’s mailboxes. Fundraising goal is increased to \$85k, up from \$80k last year. Recommended family contribution \$250/family.
- d. Everything will go through One Cause. QR code and website link is on the form. QR codes will be on banners.
- e. Incentives: \$250 = Yard Sign; \$500 = License Plate Frame and Yard Sign; \$1500= Hosted dinner with school administration. (Last year, we had nine families donate \$1500 or more.) We are not going to participate in classroom incentives because of equity concern as students are not responsible for parent donations. Those present expressed appreciation for this change.
- f. Table will be set up at Movie Night. Other outreach/advertisements planned.
- g. Idea: Before Movie Night starts, have a short video to advertise AGC.
- h. Corporate Matching: Make sure we disclose that incentives are only based on personal donation amount. Corporate matching amounts do not raise you to a higher donation tier.

7. BUSINESS SPONSORSHIPS: S. LESBERG

- a. Kyra Skilton is chair. We want a clear tiered system for business sponsorships to incentivize donations. Several businesses have mentioned the return on investment has not been clear. Business sponsors will get a plaque to show appreciation.
- b. We would like to move toward a system where businesses are only contacted through business sponsorships; no longer for individual events by individual chairs.

Committee chairs should communicate with K. Skilton regarding business sponsorships.

- c. K. Fields: Dr. Gilmore with Gilmore Orthodontics is retiring so we will want to maintain that relationship. Previously: \$600 for Spring Fling and \$600 for Ranch Round Up. Other schools are already establishing business sponsorships, so we need to move quickly.
- d. S. Chapman: Expressed concern over RRU baskets: Not being able to contact businesses might create difficulty. Overall, we need to think about the pressure on room coordinators to create RRU baskets.
- e. S. Lesberg: Topic will be discussed and explored.

8. HALLOWEEN COSTUME SALES: JESSICA HAYDEN

- a. J. Hayden has begun posting online to recruit costumes and has already received many.
- b. Collection: September 30 - October 3
- c. Suggestion was made to have a bin at Movie Night.
- d. Suggested Sale Week aligned with Book Fair: Week of October 7th.

9. ENRICHMENTS: MOLICA NUON

- a. M. Nuon is working to finalize minimum days and conference week enrichment programs.
- b. Overall, there are programs with low enrollment and the team is thinking about ways to promote. Some classes have been cancelled.
- c. J. Wood: Suggests putting enrichment program advertising in FFO messages. S. Lesberg: We want to be mindful about sending too many messages via FFO.
- d. S. Camarillo: Suggests creating a visual weekly schedule. A. Flakes: Suggests creating a visual day/schedule for special minimum days.
- e. M. Nuon and team are thinking about creating a survey for parents/guardians to gather data about programs.

10. TRUNK OR TREAT/NEWSLETTER: MARKISSA HOLLMAN

- a. Date: Thursday, October 24th. Plan is to put out flyers in mid September. Last year the event was from 5 to 7 p.m., which was too long. This year the event will only be an hour from 6 to 7 p.m. There will be a Spiritwear table, pizza and drinks, DJ.
- b. M. Hollman is thinking about using a stamp/punch card to encourage people to go slower and to not double/triple up on candy.
- c. Voting: Team is thinking about how to reorganize. Will also think about prizes for voting. There is a suggestion to give Jerabek swag as opposed to giftcards.
- d. A. Flakes: Questions whether we can have food trucks for 5GP. Discussion continues about possible impact on the event.

11. ART CORPS: LAURA KAPLAN-NIETO

- a. Committee is set with veterans and new volunteers. Focus has been on recruiting volunteers: Need two for every classroom. Younger grades require more outreach. Those who are curious/at all interested should come to orientation. Team is confident that we can get sufficient volunteers before workshops begin.

- b. Concern over lower budget this year. Team is finding ways to cut costs. Family Art Nights are down to three, as opposed to five. The supplies coordinator has already purchased supplies for the current year.
- c. H. Hanks expressed serious concern over budget cuts. Art Corps is a valued program that is equitable and academic and therefore should have additional funds.
- d. J. Dutson explains there may be room for additional funds for Art Corps. S. Lesberg adds that we can vote on a possible increase at a future meeting.

12. SQUARE 1 ART: HOLLY HANKS

- a. Teacher's due date for art is Sept. 27th. Due date to submit is October 4.
- b. Families will have to order by November 22nd to get them in time for the holidays and for school to make a profit.

13. YEARBOOK: MC SANTOS

- a. We will be using a new platform: TreeRing.com, which allows for parent customization. Parents/Guardians will pay directly to the website.
- b. Pricing: TreeRing offers 10% off before Oct. 31st. Discussion continues about what price to list the yearbooks. Team agrees that \$40 should be the cost, which will generate approximately \$1500 in fundraising this year.

14. BOX TOPS: EMILY CABALLERO

- a. We have raised more than \$200 this year. E. Caballero is working to encourage people to scan their receipts. Will likely have a table out at Movie Night.

15. BOOK FAIR: EMILY CABALLERO

- a. Book fair will be Oct. 7 - 11. Monday the 7th is TBD because it depends on when books arrive. Location will likely be the Teacher's Lounge again.
- b. Chair is exploring whether to continue with Literati or go back to Scholastic.

16. PRESIDENT'S REPORT: SOPHIA LESBERG

- a. We have a new look to our website. Thank you to A. Lesberg: New Technology Chair; Email: admin@jerabekffo.org. Still in collaboration with A. Gurfield.
- b. Announced new chairs including new yearbook photographers. Discussion about having photographers wear a badge/pin to clearly communicate with staff the purpose and use of photography.
- c. STEAM+ Performance Improvement Specialist Update: A. Harrison: We have moved from district employee to 1099 contractor. This does not impact the budget. Thank you to J. Dutson and A. Harrison for flexibility.

Meeting adjourned at 9:46 by S. Lesberg

Respectfully Submitted,

Sharon Camarillo
Secretary

Grade Level Reports: August 2024

Jerabek Elementary Family Faculty Organization

Grade Level	Teacher Representative	Report
UTK	Pickering	<p>UTK is having a great start to their first experience with Jerabek! We have been working on getting them comfortable and used to a full day of school, along with the routines. They're getting exposed to their letters and colors, while learning how to work with others. It is a big transition for these kids, coming from a preschool of 8-10 kids (or maybe no preschool at all) to a room of 24 kids! They have been doing such a great job adjusting to the new environment.</p> <p>This is my first year at Jerabek and first year working with a FFO, looking forward to getting to know everyone!</p>
Kindergarten	Berger	<p>We are off to a great start in Kindergarten Land! Our littles are busy learning their letters and sounds, colors, reading environmental print and sight words. In writing they are learning how to write their names, to draw and label pictures, and being introduced to how to write a sentence. In math they are learning to sort and classify objects and are working on counting, reading and writing numbers to 5. Kinders are learning how to be great students and awesome members of our school community.</p> <p>Thank you for all of the support you've given us this year so far! We appreciate you splitting UTK and kindergarten into two separate grades and giving us both grants!</p>
First	Lew	<p>We're moving into September with learning Good Habits as a reader, writing Small Moment stories, practicing letter formation and learning the sound-letter correspondence; working on our combinations of numbers to 10 and learning how to become a Leader of Me!</p> <p>Weekly homework and the First Grade Wheel on Fridays will begin mid-September.</p> <p>First Grade is Fantastic!</p>

Second	Romo	<p>Can't believe we are already into our 4th week! Second grade has been learning about Measurement and the different forms of measurement we use in our community. Speaking of community, we have launched our government curriculum with a detailed look at our community. What are the different communities? Do we belong to more than one? It has been pretty fascinating to see the students engaged in learning about their role as citizens in their community. We have started our Personal Narrative Writing Unit with a focus on taking small moments of our life and expanding in detail about that moment. We are very excited to start STEAM lab next week and look forward to seeing our students grow independently.</p>
Third	Cuellar	<p>Sept. Wow! We are off and running! Third grade has been focused on multiplication (with a little division thrown in) and will be moving into <i>Time</i> in the near future. We are also fully engulfed in learning about landforms. The students are demonstrating their landform knowledge through various activities: Fantasy Islands, flip books, and discussion. We have all become meteorologists as well--learning about weather and how it affects our communities. Last, but not least, we are focusing on Narrative during writing--we have some TERRIFIC writers!</p> <p>THANK YOU for all you do!</p>
Fourth	Marquardt	<p>Fourth graders are enjoying the Engage New York curriculum to use place value understanding to add multi-digit whole numbers using the standard algorithm and tape diagrams. We just finished Module 1. The first 20 days our students reviewed strategies that good readers use and reviewed various genres of books. As a culminating event each 4th grade class had a Book Tasting Event. The fourth graders are well into the 40 Book Challenge and are taking AR quizzes often. We're starting our Mentor Sentences language study this week. This is a quick grammar daily grammar lesson examining a mentor sentence where we identify various parts of speech and punctuation in it. In Social Studies we are using air clay to create a California regional map.</p> <p>I am looking forward to meeting you all Friday!</p>

Fifth	Del Pego	<p>Fifth grade is off and running. Students have already done the first pre-assessment in writing and have begun working on their narrative piece. In Social Studies they worked on personal timelines, giving an event from each year of their life. Now they are working on researching indigenous people. Students took their first fifth grade math test on Friday and are continuing their learning about place value and subtraction / addition of decimals. Science work has been consisting of patterns in the sky, what are systems, explaining gravity and constellations. Paths the sun takes during different seasons. Summer solstice, winter solstice and the equinoxes. We have a great bunch of kids and can't wait to see them grow into future 6th graders.</p>
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