

Jerabek Family Faculty Organization Board Meeting Minutes
Friday, September 5, 2025 | In-Person and Zoom Meeting

Present: Present: C. Gray, S. Lesberg, L. Smyres, J. Dutson, S. Camarillo, T. Ailes, K. Cummins, J. Hayden, E. Caballero, A. Buntin, H. Hanks, L. Kaplan-Nieto, M. Nuon, J. Sanfelippo, S. Horton, K. Skilton, T. Nicholl, K. Khayat, G. Taylor, M. Wu, C. Stepien, R. Tran, M. Sulprizio, K. Shiu, M. Holman

Zoom: M. Barari, A. Gurfield, S. Chapman, S. Cooper, Username: akeil; **Staff:** J. McDade, M. Blom, J. Barefield, K. Berger, V. Lew, A. Romo, V. Hawk, H. Huss,

Call to order: Meeting called to order at 8:05 by C. GRAY A quorum was present. NAME motioned to approve minutes from the last meeting. NAME seconded the motion. All approved.

1. TEACHER'S REPORT: [LINK](#)

2. JERABEK'S MY JAM: VARIOUS

- a. Several attendees share what inspires them to volunteer as well as meaningful experiences from being an active part of the Jerabek community.

3. SQUARE 1 ART: HOLLY HANKS

- a. H. Hanks shows the layout of the order/art form and models the boundaries of what is printed as there was some confusion last year with the one inch border. H. Hanks offers to help teachers if needed. Artwork is due September 26th. The catalog is expected to arrive on or about October 24th. The goal is to allow families enough time to order gifts ahead of the holiday season.

4. RUNNING CLUB: KIRSTEN KHAYAT

- a. Running Club has started. So far there is about 40% participation. Bhavesh Mody (cochair) has started the Ambassador program where 4th and 5th graders are escorting younger students.
- b. V. Lew: Is it possible to have a survey to teachers to see how many teachers are scanning during the day to get some definite information? K. Khayat will work on getting a survey out. S. Camarillo asks if she could host an in-person training for teachers to help model use of the scanning.. Teachers get a one page guide already but will consider an in-person training.

5. ART CORPS: LAURA KAPLAN -NIETO

- a. Volunteer Recruitment: The current challenge is recruiting enough volunteers, with the need for two volunteers per classroom. The lead volunteer is responsible for scheduling.
- b. Access to Room B19: A finalized schedule for B19's after-school and daytime usage is still pending. Having a dedicated room is beneficial for the program.
- c. Upcoming Dates:
 - September 19: Volunteer Orientation in Room B19.
 - Early October: Workshops begin.
 - Family Art Nights: October 16, January 8, and February 26.

6. MOVIE NIGHT: COURTNEY STEPIEN

- a. Movie: Lilo & Stitch (Live Action) Date: Friday, September 26th. Time: Movie starts at 6:45 p.m. The only gates that will be open are by the fifth grade classrooms. Parents/Adults must accompany children. There will be a tattoo station led by middle school students. If anyone needs a table, let the team know because they need to be requested to custodial staff. New this year: The FFO must pay a Motion Picture Association licensing fee of \$645 to show the movie. Next year, Movie Night will need new cochairs.

7. BOOK FAIR: EMILY CABALLERO

- a. Literati Book Fair: October 6-10
- b. Family Lunch will be on Wednesday, October 8th (instead of Friday as it is picture day); Admin has requested adult volunteers to manage crowds and help around campus. E. Caballero will share a sign up genius for volunteer sign-ups. Admin has asked not to have additional FFO tables, etc. because of the space issues. Volunteers get 20% off of the book fair.
- c. V. Lew: You may want to reach out to the Leisure Ladies, a group of retired teachers to help out that day. E. Caballero will reach out to Kerri Berger for contact information.

8. ANNUAL GIVING CAMPAIGN: KATIE CUMMINS/SHARON CAMARILLO

- a. AGC will launch mid October through mid December. We are still working on the official launch date. We pushed back the start of AGC this year to account for corporate matching, which is a big draw around the holiday season. Our fundraising goal is \$80k, down from \$85k last year. We are aiming to reach the goal this time and be able to offer a whole school incentive (e.g. assembly). We will be using Jot Form this year.
- b. DONATIONS: Based on research from nearby schools, we are going to suggest \$250/student and \$350/family. There will be a donor dinner offered at the \$1,500 donation level. We will not be offering classroom incentives, but instead will only do school-wide incentives. We are still working on the levels for those incentives. We are thinking through generating buzz and excitement. We cannot offer raffles for donating funds as the donation then loses tax-deductible status; however, we may be able to do a separate raffle for bookmarking the AGC website or something similar.

9. SCIENCE FAIR: REBECCA TRAN

- a. NEW EVENT! Science Fair will be November 6th. On November 4th the projects will be set up in the STEAM lab. R. Tran is thinking of what restaurants might be able to sponsor the event. J. Dutson will look at the budget to add the Science Fair as a line item.
- b. C.Gray and E. Caballero express gratitude to R. Tran for thinking of something new to bring to our school community.

10. SPRING FLING: TINA AILES

- a. Event Date: Saturday March 21, 2026
- b. Red meat option this year!

- c. Gift and Gather Parties: Used as an effort to take pressure off of the team finding donations for silent auction baskets. Examples of possible gifts include store giftcards, bottles of alcohol, etc. The parties will be organized by grade level throughout the year at a variety of locations in the community. The first is UTK/K: Monday, September 29th at Public House, which is offering a discount on food for Jerabek families. The team is in talks with Newtopia, Haarland, Junction, as part of an effort to promote local businesses.
- d. K. Cummins: Suggests AGC team attend the UTK/K night to bring awareness to AGC. C.Gray: Anytime we are having an event, we should be promoting other Jerabek events and fundraisers. K. SHIU: Also, TK/K Playdate is coming on September 14th so that would be an opportunity to promote AGC and other FFO causes.

11. BUDGET: JEREMY DUTSON

- a. J. Dutson shares budget and provides an overview of layout. This year, we are budgeted for \$7k loss. C.Gray: We were very thoughtful about the increase in costs this year
- b. Classroom Grants: TK-3rd: \$600 each; 4-5: \$750 each; Grade Level Enhancements: \$1,500 per grade level; Additional funding is provided for Special Education staff, PE teachers and the school nurse.
- c. Any questions from staff/committees please reach out to J. Dutson. We will vote on the budget at next month's meeting

12. 5GP: JESSICA SANFELIPPO

- a. J. Sanfelippo provides an overview of the purpose of 5GP to pay for the promotion ceremony itself. Our first meeting is Wednesday, September 10th at 6 p.m. at the Crown Pointe Clubhouse.
- b. Fundraising: Popsicle sales has raised about \$350 so far and will continue through hot months. The team is rethinking how grams can be more inclusive to include all students.

13. BUSINESS SPONSORSHIPS: KYRA SKILTON

- a. K. Skilton shows a preview of a new flyer that has an overview of what is included at different donation levels. Now that the donation table has been finalised, the team will begin reaching out to businesses. A lot of the deadlines for some of the sponsorship levels are approaching.
- b. Important: If you are a committee lead and are reaching out to businesses, please email K. Skilton sponsors@jerabekffo.org to disclose the contact. As new sponsors join, K. SKILTON will update the website so that we are not reaching out to businesses multiple times.

14. HOSPITALITY: SOPHIA LESBERG, SHANNON HORTON

- a. Welcome Back Staff Lunch went well. Teachers received lunch from Luna Grill as well as new Jerabek hats from Brim Edit.
- b. Birthday gifts: Everbowl gift cards (Staff will receive one bowl for \$5).
- c. Treat Tuesdays (one Tuesday/month) will continue and begin next week with different treats per month.

- d. Teacher Surveys: The team will get the surveys for room coordinators to send out soon.

15. WEBSITE: SOPHIA LESBERG for ALEX LESBERG

- a. If you would like a website update, email IT@jerabekffo.org
- b. C.Gray: If you are not ready to update your page yet, we can put “Work in Progress” or “Under Construction” as opposed to leaving old information up.

16. NEWSLETTER: MARKISSA HOLMAN

- a. Send information to newsletter@jerabekffo.org by Saturday.
- b. If you put anything on the Facebook page, M. Holman tries to comb through and add anything shared to the newsletter.

17. TRUNK OR TREAT: MARKISSA HOLMAN

- a. Date: October 30th; Time: 6 p.m. to 7 p.m.
- b. M. Holman is aiming for 20 cars as it seems to be the most appropriate amount. She will ask Coach George to play music and plans to have pizza sales and possibly a food truck.
- c. Discussion continues about how to ensure parents/adults are supervising their children. One suggestion is to have messaging on the event flyer/information that reminds everyone of the Koala Way. Another suggestion is to encourage children to pick up ten pieces of trash before leaving.

18. PRINCIPAL’S REPORT: JONATHAN MCDADE

- a. Thanks FFO for flexibility as the campus continues to struggle with space. Prime Time and Level Up (after school programs) are creating some challenges with space and communication of expectations.
- b. Math & Assessment is the school’s focus this year. The new math curriculum is creating some challenges. The school is now using iReady instead of FAST for math assessment and DIBELS for reading. Teachers had professional learning yesterday for iReady. iReady allows students to get their adaptive pathway throughout the year. There’s also a new Data Management System.
- c. Instrumental music and VAPA (Arts Education Project) continue.
- d. There has been some challenge communicating with parents via Powerschool Parent Portal in terms of information regarding important forms and surveys. If parents are encountering trouble with their PowerSchool account, contact jmcdade@sandi.net
- e. TRAFFIC SAFETY: The school is working through some options for traffic patrol and crossing guards. K. Skilton recommends using the volunteer patrol service through the county (RSVP).

19. PRESIDENT’S REPORT: CLARISSE GRAY

- a. Thank you to “Koala Heroes” from Back to School Night and Meet and Greet. Thank you to Keri Klobberdanz Yu for the Birthday Marquee which brings in \$7k/year.
- b. We need additional volunteers for open roles: Sponsorships, Restaurant Nights, Spirit Wear, President Elect

- c. New this year is the Koala Kind Collective, which will include a kindness week. A parent has volunteered to help get that program going. Also new this year: “What’s Your Big Idea?” Google survey has gone out to get input from all in the community and crowd source ideas that can help further enrich our school. So far, we’ve received 20 ideas and will continue to gather submissions through September.

Meeting adjourned at 9:36 by C. GRAY

Respectfully Submitted,

Sharon Camarillo
Secretary