

Jerabek Family Faculty Organization Board Meeting Minutes

Friday, September 4, 2026 | In-Person and Zoom Meeting

Present: J. Hayden, D. DuBois, C. Gray, J. Dutson, L. Smyres, H. Hanks, L. Roach, E. Caballero, M. Wu, A. Meade, A. Shiu, C. Beckerman, E. Bailey, A. Philbin, P. Walter, J. Huffaker, A. Keil (Zoom), S. Horton (Zoom)

Staff: J. Barefield, A. Mullen, K. Berger, V. Lew, V. Hawk, A. Del Pego, A. Romo, B. Kay, J. McDade

Call to order: Meeting called to order at 8:04 AM by J. Hayden. A quorum was present. A. Del Pego motioned to approve minutes from the last meeting. H. Hanks seconded the motion. All approved.

1. TEACHER'S REPORT: SEE ATTACHED

- a. Grade-level teacher representatives were introduced.

2. PRESIDENT'S REPORT: JESSICA HAYDEN AND DEVON DUBOIS

- a. **Co-President Introductions:** Jerabek FFO Co-Presidents introduced themselves.
- b. **2026-2027 Motto:** "We have a seat for everyone. A community that builds each other up. Always for the kids."
- c. Members were encouraged to bring any concerns or issues to the Co-Presidents.
- d. **Meeting reminders:** Committee updates should be kept brief, with a maximum of five minutes per update.
- e. **Board Introductions:** C. Gray (Past President), L. Smyres (Treasurer Deposits), J. Dutson (Treasurer Reimbursements), M. Nuon (Secretary), E. Caballero (VP- Jogathon/Bookfair), A. Meade (VP- Spring Fling), K. Shiu (VP- Annual Giving Campaign/Room Coordinator Chair), H. Hanks (Member at Large- Square 1 Art), S. Lesberg (Member at Large- Hospitality) **New Positions:** J. Huffaker (Member at Large- Social Chair), P. Walter (Member at Large- Sponsorships).
- f. **Open Board Positions:** Ranch Roundup Chair and President-Elect.
- g. **Volunteer Happy Hour:** The event will be geared toward TK/K parents, although all are welcome. Date and time will be announced through Facebook and the Jerabek Newsletter.
- h. **Communication and Support:** A major focus this year will be teacher/staff communication and support, as well as family communication. Families not already on Jerabek News are encouraged to join. Emails and the weekly newsletter will also be distributed.
- i. **Annual Event Schedule:** School modernization will affect the timing of several annual events.
 1. Jogathon will move from February to November and will serve as our first major fundraiser of the year.
 2. The Annual Giving Campaign (AGC) will be held in April.
 3. Ranch Roundup (RRU) will be held in March rather than April/May and

will take place only if a chair is secured.

3. BOOK VENDING MACHINE: AMY BUNTIN

- a. The Book Vending Machine was presented to the FFO Board as a “Big Idea” by A. Buntin last year.
- b. Jerabek is replacing the previous Leader in Me Awards with “**Koalaties,**” which will recognize students for positive behavior and good choices.
- c. Students receiving a Koalatie Award will also receive a token to use in the book vending machine. The program is intended to reinforce positive behavior and encourage reading.
- d. Teachers and parents may use the program to encourage positive choices and reading habits. A running list of students will be maintained, and A. Buntin will periodically visit classrooms to assist students with using their tokens.
- e. The FFO has purchased the initial books, and a significant portion of the budget has been allocated for continued book purchases.
- f. Please direct any feedback or concerns to A. Buntin.

4. KOALA CONNECTIONS: DEVON DUBOIS FOR KATIE CUMMINS

- a. The program is going well. Eighteen returning Jerabek families volunteered as Big Koalas, and eighteen new incoming families signed up as Little Koalas.
- b. Families were thoughtfully matched based on commonalities such as grade level, interests, and family circumstances to help foster meaningful connections.
- c. Positive feedback has been received from participating families.
- d. Special thanks were given to K. Cummins for her time and dedication to the program.
- e. A multicultural event is being planned for later in the school year.

5. ROOM COORDINATOR: KENDRA SHIU

- a. Things are up and running, with kickoff meetings held last Monday and Tuesday for new and returning room coordinators.
- b. A modified BAND and FFO Communications Consent Form was sent to room coordinators earlier this week. Families may opt in to the class roster, BAND, and direct FFO communications.
- c. Room Coordinators will focus on sharing class- and grade-level information rather than relaying school-wide communications.
- d. Teachers who would like to be added to the room coordinator distribution list should contact K. Shiu.

6. ART CORPS: LAURA KAPLAN-NIETO

- a. In anticipation of modernization impacting use of the Art Room beginning in December, the program got an early start. It now appears that Art Room supplies and materials will not need to be relocated during this school year.
 - 1. Orientation was held yesterday, and two Art Corps volunteers are

- currently assigned to each class.
- 2. Room Coordinators are supporting a streamlined process, and workshops begin next week.
- 3. Volunteers will connect with teachers over the next week to finalize the five lesson dates. The reservation schedule will open next Thursday.
- 4. Because volunteers will not yet be working directly with students, clearance does not need to be completed before beginning the workshops.
- b. **Art Show:** The Art Show will be held earlier this year on March 25th, the same evening as Open House.
- c. This is L. Kaplan-Nieto's final year, but the remaining Art Corps committee members plan to continue next year.

7. SQUARE 1 ART: HOLLY HANKS

- a. Teachers will facilitate the Square 1 Art lessons in their classrooms.
- b. H. Hanks will offer special pop-in hours to support new teachers and answer questions. Teachers may reach out as needed..
- c. Student art work is due September 25th. A collection box is available in the front office.

8. 5GP: HOLLY HANKS AND LESLIE ROACH

- a. The first committee meeting is scheduled for September 17th at 7:00 p.m. at the Whispering Ridge Clubhouse. Additional committee chairs and volunteers are needed.
- b. **Glow Party:** Friday, March 12th (chair needed)
- c. **Aquatic Event:** May 24th
- d. Popsicle sales will continue during the hot-weather months.

9. FALL EVENTS: DEVON DUBOIS, EMILY BAILEY, CHELSEY BECKERMAN, EMILY CABALLERO

- a. **Restaurant Night** (D. DuBois for M. Castellanos): Thursday, September 10th, Share Tea; 20% of proceeds will benefit Jerabek FFO.
- b. **Fall Movie Night** (E. Bailey & C. Beckerman): Friday, September 18th. *Despicable Me*. Gates open at 6:00 p.m.; the movie begins at sunset.
 - 1. This is a Jerabek Elementary school event for students and families. Students and siblings must be supervised by a parent/guardian. This is not a drop-off event.
 - 2. Vendors include Pazzo's Pizza, Don Lucia's, and Kona Ice. Each vendor will donate 20% back to FFO.
 - 3. Additional day-of volunteers are needed.
- c. **Trunk or Treat** (D. DuBois for M. Hollman): Thursday, October 29th. More details to come.
- d. **Jogathon** (E. Caballero):
 - 1. Friday, November 6th.
 - 2. M. Miller joining E. Caballero as co-chair this year.

3. The event will include many of last year's successful changes, including spirit stations and lap counting.
 4. A large number of volunteers will be needed. Committees were asked to avoid pulling volunteers in too many directions.
- e. **Book Fair** (E. Caballero): January 25–29th

10. SPONSORSHIP & BINGO: PATTY WALTER, DEVON DUBOIS

- a. **Sponsorship** (P. Walter):
1. Ten sponsors have been secured to date: Nourish Medical Center, Blue Bear, San Diego Divorce Mediation and Family Law, USA Jump Stars, Harmonium (Klassic Kids), NOMA Design and Build, Barron Real Estate Group, The UPS Store, Venture X San Diego, and Scripps Poway Orthodontics.
 2. The goal is to secure sponsors early, particularly for events such as Jogathon that are taking place earlier this year.
 3. Sponsorship total to date is \$10,745, compared with approximately \$20,000 last year.
- b. **BINGO Night** (D. DuBois for K. Nocella):
1. Saturday, January 30, 2027.
 2. Ticket sales open September 15th.
 3. A larger room is anticipated this year, allowing for increased ticket sales.
 4. Questions should be directed to K. Nocella.

11. PRINCIPAL'S REPORT: JONATHAN MCDADE

- a. **Campus Modernization & Construction**
1. The modernization plan is still evolving as bond measures and required approvals are finalized.
 2. The current plan includes three new buildings, followed by renovations to the existing campus buildings.
 3. **Phase 1** is expected to begin around January. The field is jointly used with the city and will not be part of the construction area. As a result, there will be no access to the staff parking lot as it will be used for construction trailers and equipment.
 4. **Phase 2** is expected to begin as school-year testing concludes around May 15th.
 5. Classroom and material moves will begin in late May and demolition will begin over the summer, with several back bungalows (B1-B9) eventually being removed. Existing bungalows (B18,B19,PE) will become classrooms. Once classrooms are relocated for the start of the 2027-2028 school year, students will not have to move again until 2029.
 6. New and renovated classrooms will feature individual, enclosed spaces designed to better support students who need quieter, less stimulating environments. Each classroom will be equipped with its own A/C system.

7. The finished campus will include renovated buildings, a new front entrance/façade, reconfigured office and classroom spaces, and updated fencing and site features.
 8. More detailed timelines and communication will be shared once the project plans are finalized.
- b. **Air Conditioning**
1. The school has had ongoing problems with its large cooling units/water-tower system.
 2. One unit recently began having mechanical problems.
 3. A large temporary rental unit has been brought in to help maintain cooling. The temporary equipment is being turned off at night to reduce noise for nearby residents.
- c. **Staffing**
1. The school now has four TK classrooms.
 2. The school welcomed new TK, special education, and other staff members.
 3. Overall staffing is stable, with no anticipated changes other than the addition of more PIF support. The school will prioritize hiring staff who are familiar with the campus and community.
- d. **Parking & Traffic Safety**
1. Pickup and after-school traffic remain major concerns, including red-zone parking, U-turns, crosswalk violations, and limited visibility.
 2. The school is working with the city, police, and other officials to identify and implement safety improvements. A crossing guard at the T-street crossing is not permitted under current city ordinance, so the school is seeking clarification on what alternatives, including the use of cones, may be permitted.
 3. Families entering the parking lot for PrimeTime pickup are being urged to follow the one-way traffic flow (counter-clockwise), use designated areas, and prioritize student/pedestrian safety.
- e. **Mosquitoes**
1. The campus has experienced a significant increase in mosquitoes, particularly with the recent humidity.
 2. Jerabek currently uses remediation measures such as vacuuming, HEPA filters, carpet treatments, essential oils, and low level fans. They cannot/will not chemically spray inside the classroom.
 3. Because mosquito eggs can remain dormant for months and don't require water, the issue may take time to resolve.
 4. The school is continuing to explore safe, environmentally appropriate ways to reduce the problem.

12. BUDGET APPROVAL & VOTE: JEREMY DUTSON, JESSICA HAYDEN

- a. The proposed budget was developed conservatively, with income projections intentionally minimized. This results in a projected deficit; however, actual

fundraising income has historically exceeded budget projections.

- b. The projected deficit is primarily due to the discontinuation of the Level-Up after-school enrichment program, increased online learning support costs, and additional paid campus/noon-duty supervision.
- c. Classroom grants and grade-level enhancements were increased. Funds previously allocated for on-campus enrichment and assemblies were shifted to these categories, giving teachers greater flexibility and control over the funds.
- d. The teacher list and corresponding classroom grant allocations will be updated to reflect current staffing and job-share assignments.
- e. **Proposed new budget items:**
 - 1. **Multicultural Night:** \$2,000
 - 2. **Golf Fundraiser:** \$5,000 in startup funding, with \$10,000 in projected income
 - 3. **Noon-Duty/Supervision:** Additional funding to be finalized; a placeholder amount was included pending confirmation of staffing needs.
- f. **Budget Approval:** The Board provisionally approved the proposed budget, with final amendments and approval to be addressed at a future meeting.
- g. The FFO currently has funds in reserve. The goal is to identify meaningful opportunities to use these funds to benefit students and the school community.
- h. Members were reminded that additional funding requests or new ideas may be brought to FFO for approval throughout the school year and added to the budget as needed.

13. YEARBOOK: DEVON DUBOIS FOR MC SANTOS

- a. Yearbook sales will begin next week.
- b. Early-bird discount of 10% available through October 31.
- c. Yearbooks will cost \$42.79 before tax and include approximately 118 pages.
- d. \$5 per yearbook sold will be returned to FFO.
- e. A yearbook manager is still needed to assist with administrative and organizational tasks.

14. KOALA HEROES: DEVON DUBOIS AND JESSICA HAYDEN

- a. Volunteers and groups recognized and thanked as Koala Heroes included the Hospitality Committee, Book Vending, Running Club, and FFO Treasurers. As well as, the volunteers who supported Back-to-School Night. The event included six FFO tables and strong parent participation.
- b. The school community as a whole was recognized for its support of the Little-John family. Additional opportunities to support the family will be shared as available.

15. FINAL UPDATES: DEVON DUBOIS AND JESSICA HAYDEN

- a. **Kindness Week:** Date moved to April 5th.
- b. **Volunteer Needs:** Additional volunteers are needed for Book Vending, Yearbook, Ranch Roundup, and to shadow Square 1 Art. The FFO will work to engage new

TK/K families and other interested parents in volunteer opportunities.

- c. **Halloween Costume Sales:** K. Skilton thanked for volunteering to coordinate Halloween costume sales.

16. OPEN TOPICS

- a. **Spring Fling** (A. Meade): Kickoff meeting scheduled for September 21st at 6:30 p.m. Additional volunteers are encouraged to attend. Contact A. Meade for the meeting address.

Meeting adjourned at 9:25 a.m. by D. DuBois

Respectfully Submitted,

Lindsey Smyres
FFO Treasurer Deposits
for M. Nuon, FFO Secretary