**Ortega PTO Executive Board Meeting**

**December 5, 2022 via GoogleMeets and in Person**

**PTO Executive Board Voting Members (X by the name of all in Attendance):**

| Attended | Position | Name |
| --- | --- | --- |
| X | President | Maria Jackson |
| X | Vice President | Rachel Merlo |
| X | Co-Treasurer | Megan Close |
|  | Co-Treasurer | Katharine (KC) Fletcher |
| X | Secretary of Communications | Andriana Antoniou |
| N/A | Secretary of Recording Keeping | *Open position* |
|  | Technology Coordinator | Dave Geller |
| X | Co-Activities | Lisa McNichol |
| X | Co-Activities | Julie Cotter |
|  | Co-Activities | Jamie Warden |
| N/A | Volunteer Coordinator | *Open position* |
| X | TK-2nd Grade Rep. | Christine Bell |
| X | 3rd-5th Grade Rep. | Christina Redfiled |
| X | Parent Council Rep. | Dawn Rege |
| X | Fundraising Coordinator | Amanda Gavin |
| X | Fundraising Coordinator | Jasmine Sartain |

**Advisors Present (principal and teachers are non- voting members):**

Patrick Jackson

**Quorum (place an X by yes or no): \_x YES \_\_\_NO**

The president called the meeting to order at 6:35pm.

| **Motions/Votes Approved:**   * November Meeting Minutes Approved * December Agenda Approved |
| --- |

**Guest Speakers:**

* None

**Reports**

**President’s Report:**

* Art Teacher - next meeting
* Fog Fest - $2,200
* Original Works
* Next Meeting - Jan 10, 2023.

**Principal’s Report:**

* Kinder - 1 pager from PTO - if anyone can dig it up - MJ to ask Tenishia
  + 1st one is Wednesday at 9am
  + Patrick to give MJ the schedule

**Vice-President’s Report:**

* She is doi
* Field Trips - figure out if we can do a budget item
  + Theater
  + Academy of sciences
  + Boat tour
  + Pumpkin Patch
  + Walking to Sanchez Adobe (4th grade)
  + Reptile one - (K)
  + Theater (K)
  + Pacifica Garden
  + Elkus Ranch
  + San Pedro Valley Point
  + Pacifica Historical Society - Museum

**Treasurer’s Report:**

* November - pretty quiet
* Paid the district for the garden program
* Paid the Color walk t-shirt guy - it was a little late

**Fundraising Report:**

* Sees Candy Fundraiser - $814 - raised so far
* Giving Tuesday
  + $600
  + givingtuesday.com for next year
  + Preparing months in advance
* Auction
  + Name Change: Silent Auction and Raffle
  + Do $2 and $4 and also $5 and $10 -
  + Maybe getting rid of the Big 3 - since we don’t have the Disney Tickets
  + Incorporate those bigger items into the $5 and $10 raffles
  + Reaching out to parents who have connections
    - Cal Academy
    - Buy Disney tickets
    - Universal Studios
  + Solicitors - start in January
  + Get a Committee - request in the newsletter -
  + Classroom baskets
    - Let the kids decide the theme of the basket
    - Room parent tells us what they want
  + Art Project
  + From the Heart - lunch with teacher, etc.
  + Look at Square to see what makes the most money

**Activities Report:**

* Auction - pay to play - volunteer for party at your house
* Giving Tree -
  + Hot Chocolate sale - all money will be donated to the Pacifica Resource Center
* Popcorn/Popsicles -
  + Someone needs to take that over
  + Need a volunteer coordinator
  + **Note: have Andriana send more notices that we need these filled - “You can be a hero too.”**
    - **Room parents - have them send it out**
* Event - adult night - to rope people in - Grape in the Fog or something
* Talent Show - March 3, 2023
  + Need parent helpers
  + Info Meeting - Jan 4 - 30 mins
  + 1st practice the following Wed - Jan 11
  + Limit it to 1 act
  + Put out information this week - so students know what to expect and can come to the first meeting knowing what they are going to do
* Teacher Lunches
  + More of those
  + Grab and go; snacks and drinks
* 5th Grade Activities - Lisa and Julie
  + Meeting at a bar - to get a group together
* Teacher Appreciation - coordinate theme with Auction
* Carnival - May 19, 2023
  + Reach out to Pacifica volunteers really early
  + 5th grade privilege
  + Do more inside - Minute to Win It, Cake Walk

**Parent Council Rep:**

* Elna Flynn - May 12, 2023 - no location yet - local restaurant
* January timeline for nominations

**TK-2nd Grade Rep:**

* Room parent meeting - Jan 20, 2023 - discuss baskets, ideas for teacher appreciation week - would help if we knew the theme by then

**3rd - 5th Grade Rep:**

* Show pictures of baskets, doors, some gifts, so people can share what worked in the past and what didn’t

**Communications:**

* Not present

Meeting closed at approximately 8:25 PM.

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The next PTO meeting will be on Tuesday, January 10, 2023, at 6:30 P.M. via Google Meets

Submitted by Maria Jackson.