

SUNSET RANCH ELEMENTARY PTC

OPEN MEETING MINUTES



DATE: Tuesday, October 10, 2023

TIME: 6:00pm

LOCATION: SRES Library

PRESIDING: Melody Williamson

BOARD MEMBERS PRESENT:

| POSITION | NAME | PRESENT (P) / ABSENT (A) |
|--------------------------------|-------------------|--------------------------|
| President | Melody Williamson | P |
| Vice President Operations | Athena Huin | P |
| Vice President of Events | Soraya Tuason | P |
| Vice President of Events | Rebecca Craiovan | P |
| Treasurer | Jamie Manjarrez | P |
| Secretary | Celeste Curcio | P |
| Director of Strategic Planning | Suzann Sent | A |
| Director of Volunteer Support | Kendra Robinson | A |

1. TOPIC: Call to Order & Approval of Minutes PRESENTERS: Melody Williamson

Overview: Call to Order and approval of prior open meeting’s minutes

Action Items: n/a

Document Presented: 09.12.23 Open Meeting Minutes

Key Discussion:

President calls to Order at: 6:02

Motion to Approve 9/12/23 Open Meeting Minutes

Proposed: Soraya Tuason

Second: Rebecca Craiovan

| | | |
|-------------------------|------------|------------|
| 8 Voting Members | Yay | Nay |
|-------------------------|------------|------------|

2. TOPIC: Principal Update**PRESENTERS: Lori Kircher****Overview:** Principal's update on school business**Action Items:** 1. Call for additional subs 2. Consideration for support requested for 6th grade Science Camp Fundraiser**Key Discussion:**

Creating school plan for student achievement –

- School psychology goals tie to district
- There is a District goal to increase attendance. Data reports that students considered chronically absent (under 90% attendance) achieve 25% less than those with consistent attendance. The District is still feeling post-COVID impacts in regards to absences and show a large increase of families taking trips during the school year instead of during school breaks. This does impact school funding as well as academic and social development of students.
Principal is asking school psych council and PTC for ideas to best support students and families through the post-COVID transition back to school.
District goal is to improve overall attendance by 1% and chronically absent attendance by 5%.
- The School is also focusing on social emotional learning goal. Focus will be on teaching students to identify their own emotions/feelings and how to respond to their feelings.
- SRES will be bringing in a District instructional math coach to model lessons for teachers. They will spend one day on campus and will do a lesson in classrooms (at the invitation of teachers). Teachers are life long learners and are looking to adjust/grow/develop their own teaching practices.
- There is a struggle with guest teachers and substitutes. - (Kircher subbing often this year as backfill, as needed)

ACTION ITEM: SRES is looking for additions to the sub list specifically for instructional aid (lunch supervision). Participants can pick and choose timeframe based on their availability.6th grade request: Science Camp fundraisers will be kicking off. Sixth grade is looking for support. If insufficient funds are raised, 6th grade will come to PTC for scholarship opportunities.

Current ideas include: Sees Candy – prior to holidays and Pizza in a Box.

Funding should be set by 2/1. Science Camp cost for each student \$450. Fundraising lowers cost to all.

ACTION ITEMS: Board to review 6th grade providing snack bar at BINGO night, booth at Fall Carnival

3. TOPIC: Events and Chair Position Updates PRESENTERS: Board

Overview: Event Updates

Action Items: 1. Chairs needed for BINGO Night, Sweethearts Dance and Spiritwear. 2. Science Docent Lead needed for 4th grade. 3. Request to develop a Science Docent Tool Kit for next year.

Key Discussion:

Fund Run: Raised over \$48k. Shout out to Jamie Manjarrez and team for efforts!

Carnival: Meeting tomorrow (10/11) 6pm in library. Need volunteers for prep work. We have a lot of Whitney HS volunteers. From 2pm-4pm volunteers needed for décor and tables set up. Call for volunteers sent through Howling Coyote and room parents. Kircher recommends having teacher send out call to action as well.

Parent Soiree: Kircher will be in attendance. Teachers have donated experiences. We have sufficient volunteers for event.

Multi cultural night will be on 3/19 in the multipurpose room. PTC will be asking families who want to share to set up a table. PTC will give a stipend for each table. Entertainment is being considered.

ACTION ITEM – Kircher to follow up on if teachers would like to incorporate a related lesson in the class room. Consideration is being given for a “better together” passport.

Skate Night – date change to 4/10

Open Chair Positions:

1. BINGO night 1/25, businesses donations are being received. Prizes include giftcards, Winco, Chic Fil A, tablet), pizza. Pending some final supplies.
2. Sweethearts Dance 2/9, if we don't have a chair by November we will need to cancel the dance.
Dance Action Items Include:
 - DJ
 - Ticket Sales
 - Communication Development
 - Book the multipurpose room

Misc Chair Updates

Room parent – update provided on hosted lunch for teachers

Science Docent (4x a year) – this program still needs a lead for 4th grade.

Lead Responsibilities were reviewed – dates and experiment, assess supplies, zoom with volunteers, set up and clean up

ACTION FOR NEXT YEAR – Develop a “Tools for docents” guide

Social Media – Post engagement has been going well. Morning posts more successful.

Spirit wear – 98 orders deposit over \$500. Need chair (coordinating/handing out)

Family supporter – on track.

Corporate sponsor – achieved goal. \$5,500

Website Update: Uploaded docs now up to date. Google site is free and should be considered a 2024 potential option given optimization issues/cost to maintain current site.

3. TOPIC: Treasurer Update PRESENTERS: Jamie Manjarrez

Overview: Monthly Treasurer Update

Action Items:

*See Treasurer Presentation

Key Discussion:

Revenue status discussed outlining corporate sponsors, family supporter, estimated Parent Soiree, Coyote Night Out and Spirit Wear sales.

Expense status discussed outlining family supporter coming in under budget (for grocery bags ordered), Coyote fund run (expenses still coming in), Soirée and Fall Carnival

Other expenses reviewed:

Hospitality \$60

First day of school kick off \$296

PBIS \$488

Teacher Classroom fund \$3756

PTC Operating expenses \$1589 (toner, monthly QuickBooks)

4. TOPIC: Other Business PRESENTERS: Melody Williamson

Adjourned 7:35pm

Next meeting 11/14 6pm
