



# NEIL CUMMINS ELEMENTARY

Neil Cummins PTO  
Meeting Minutes  
March 3, 2021

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Call to Order - ZOOM Call: 9:02 a.m.

PTO Representatives:

Patty Elliot, Principal

Quinn Galli, NC Counselor

Jessica Edelen, NC PTO President

Amanda Dickerman, NC PTO VP

Whitney Robinson Creutz, Treasurer

Mindy Sagemeister, Auditor

Kate Lowe, Secretary

Kristen Scales, Spirit Wear Fundraiser

Corinne Golden, Spirit Wear Fundraiser

Leigh Denbo, Class Coordinator Lead

Jennifer Shaumbroom, Campus Conservation/Garden/Green Team

Dana Swisher, Campus Conservation/Garden/Green Team

Lisa Griffin, NC Newsweek Editor

Karen Emmons, Teacher Representative

Katherine Chan, Board of Trustees Representative

Jennifer Corteville, SPARK Representative

Daniela Kratz, SPARK Representative  
Angela Movafaghi, NC Assembly Coordinator  
Sara Esslinger, NC Yearbook  
Kim Jones, PTO Website Manager  
Lyn Everly, School Administrator  
Nathelle Belloni, School Administrator  
Erin Duggan, Corte Madera Recreation Department

- Gratitude & Questions:
  - Thank you to Lisa Morozoff & Lisa Griffin for spearheading the Virtual Variety Show.
  - Gratitude to Dana Swisher & Jennifer Shambroom for all their great work on getting the NC Hawks' Garden back up and running and their creative ways of funding the improvements.
  
- Principal Update, Patty Elliot:
  - Thank you for all of your support!
  - Thank you to PTO for your generous contributions to our Learning Hubs.
  - April 12 return to extended day and full classes.
  - Bell schedule will be finalized for April 12th by next week and parent communication will be sent out by March 12th.
  - Surveys due by end of day, Wednesday, March 3
  - Bell schedule is being finalized and will be communicated to parents next week.
  - Lunch schedule will also be finalized and we will send parent communication with a sign up for lunch supervision parent volunteers by the end of next week.
  - Learning Hub Information:
    - Learning Hub Video [link](#) which highlights our Learning Hub students, staff and families. We have this [donation page](#) that we set up in partnership with the YMCA which is specifically tailored for Neil Cummins Learning Hubs. Any donations made through this [donation page](#) will go directly to NC Learning Hubs.
    - We also have information regarding our current funding and donations, as well as a description of the Learning Hubs. [This](#)

[document has the overview information](#), as well as testimonials from parents and staff.

- PTO President Update, Jessica Edelen:
  - PTO approved donation of \$5K for the Learning Hub
  - Jessica in contact with Krista Haskell regarding Parent Ed for a Tuesday evening Family Mindfulness Seminar.
    - PTO Board approved utilizing Parent Ed funds to plan Family Mindfulness Seminar for NC families.
    - Staff Luncheon - PTO will be providing a Spring lunch in April for the staff
  
- PTO Vice President Update, Amanda Dickerman:
  - Positions open for PTO Board 2021-2022:
    - Events Coordinator(s)
    - Treasurer
    - Secretary
  
- Teacher Representative Update, Karen Emmons:
  - There is always so much happening in 4th grade! Students are writing and typing their CA research reports, studying Author's Craft - how authors make their stories come alive! and reading biographies of influential African Americans! Here are some pics from Miss Pollack's class of an African American history quilt the students are creating.
  
- Board of Trustees Update, Katherine Chan:
  - COVID-19 Update:
    - -Vaccinations: We are on track to offer all staff both doses of Pfizer or Moderna vaccines by March 26, making it possible for us to return to full class sizes by April 12. Staff now eligible to make appointments through the county vaccination sites, Costco, and Public Health is partnering with MCOE to offer "Super Pod" vaccination events on March 6 and 13, with second doses scheduled for March 27 and April 3.
    - -We are in discussion with LCMEA on conditions of going back to school, and details still need to be worked out. Proposing an 8 am - 2

pm-ish schedule, but our default is the traditional 8-3 pm, with early release on Wednesdays.

- Good news: Latest CDC guidance and NYT analysis of case rates show that Marin County is one of few counties in the country (4%) that meet the CDC's recommendation for full reopening of K-12 schools.
- 2021-22 Budget Scenarios:
  - Held Board Budget Session and parent budget meetings to review our financial outlook. We are trying to stay conservative with any cuts to the budget at this time since there are still so many unknowns.
    - Good news: we are eligible to receive funding from Gov. Newsom's \$2 billion incentivizing schools to re-open, since we've been open all along. But this is one-time funding only, and when we look at multi-year projections, we know we need to make cuts in order to keep our reserves healthy. With this in mind, we've modeled the follow the cuts for next year:
      - \$40,000 reduction in professional development budget
      - Offering Independent Study for Elite Athletes
      - Reducing 6th grade PE days at Hall and collapsing the Hall day into 6 periods instead of 7
      - Reducing second elective for 7th-8th grade at Hall by offering it as a choice
      - Increasing certain core Hall Class sizes, depending on subject matter
      - Hall administration is reviewing these scenarios to see if they can make it work, and will review options at next board meeting
- Refinancing School Bonds:
  - Voted to refinance our bonds, saving Larkspur and Corte Madera taxpayers approximately \$7.1 million.
- SPARK Update, Jennifer Corteville/Daniela Kratz:
  - 1:1 outreach for fundraising - following up on pledges
  - Instead of Gala, SPARK will be doing a virtual live Auction & event in one

- SPARK Team working on ideas for the auction/event - those interested, please contact Beth Mitchell: [beth\\_jonah@yahoo.com](mailto:beth_jonah@yahoo.com)
- Virtual Variety Show, Lisa Morozoff, Lisa Griffin
  - Mission Not Impossible - Theme for the Virtual Variety Show 2021
  - Virtual Variety Show: March 10th
  - More than 60 acts signed up - 125 kids
  - Average length of videos: 30 - 40 seconds
  - Show should be approximately 30 - 45 minutes total
  - Videos are due this Monday, March 8.
  - Privacy - how much information to incorporate into the show - first name, last name, grade level? Team will make the final decision.
  - March 30th - Virtual Variety Show - Live Zoom Event - share recorded show.
- Treasurer Update, Whitney Robinson Creutz:
  - Provided budget for board to review:
    - Overall view of the budget - currently in the green
    - Revenue has stayed the same - adjusted expenses due to covid - currently found some savings - currently in the green
    - PTO money should be utilized this year - to benefit all current NC Families
    - Any ideas for budget utilization, please contact Jessica Edelen: [jessicaedelen@yahoo.com](mailto:jessicaedelen@yahoo.com)
- Campus Conservation: Garden/Green Team Update, Jennifer Shambroom/Dana Swisher:
  - Hawks' Garden at Neil Cummins Update
    - Slide Deck [here](#)
    - Progress: cleared beds of weeds, pruned, planted veggies, updating garden website, hawks' garden will be highlighted in Friday assembly
    - Partnered with 10 x 10 x 10 for a pollinating program. Supporting NC's garden - Planted manzanita plant & gooseberry plant
    - Planted winter veggies - broccoli, cauliflower, swiss chard, etc.
    - Sloat supporting the garden via a grant
    - Repairs: fix the vandalized areas - lock for shed, bracket, hose nozzle.

- Wishlist: upgrade watering system, plant/seed protection from critters, educational signage for plant names, etc. Funds for compost, permanent shade structure that will not be damaged in the elements.
  - Questions:
    - What has funding been from the PTO in the past?
    - What is the current budget for the garden?
    - How can the garden team secure sustainable funding for the garden - Spring plant start sale? Grants?
  - Proposed Restoration Site
    - Fighting fennel - area is surrounded by fennel - invasive in school garden
  - Looking for NC Parent Volunteers to help out in the garden - late summer - covid conditions pending.
  
- Auditor Update, Mindy Sagemeister:
  - Audit currently underway
  
- Classroom Coordinator Lead Update, Leigh Denbo:
  - Reminder to 5th Grade Classroom Coordinators to begin planning for 5th grader stepping up ceremony.
  
- NC Newsweek Editor, Lisa Griffin:
  - No Update
  
- Spirit Wear Team, Kristin Scales & Corinne Golden:
  - No Update
  
- Neil Cummins Yearbook, Sara Esslinger:
  - Yearbooks have gone on sale
  - Actionaly was sent out 3.2.21 - some did not receive it - Jessica and Sara to look into this issue.
  
- Readathon, Kate Lowe:
  - Readathon Team - Caitlin Brown, Dina Harrison & Kate Lowe
  - Raised \$81,247.31

- 86% Participation
  - Class with the highest donations & 100% participation will win the Readathon Trophy & book by local author.
  - Winners of the bookmark contest and winning Readathon class will be announced at Friday's assembly, March 12.
  - Thanks to everyone for all your support for this year's Readathon!!
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- Adjourn: 10:27 a.m.