



Manzanita Family Faculty Organization Monthly Meeting April 17th, 2020

Call to Order: 8:19am

- Members in Attendance: Asia Haubner, Megan Swartz, Kim Boling, Jennie Buban, Julie Bowden, Lisa Yurkanin, Michelle Ijams

Approve Minutes: Asia Haubner

- Lisa Yurkanin
- Megan Swartz
- Approved March 2020 minutes

Principal's Update: Kim Boling

- 2nd full week of remote learning
 - Steep learning curve for teachers and families
 - Teachers are doing amazing, working hard, training (required and optional)
 - Teachers sent home to families for feedback
 - Kim is meeting with all grade levels to review what is working, what is not, changes needed, themes
 - Feedback is always welcome.
- MZ Office is open every day for deliveries, Chromebook troubleshooting
 - Noah Mickey-Coleman is amazing for troubleshooting with teachers and families, Andy Zwart is working with families with Chromebooks
- Students can get belongings in May, more information will come out soon
- Enrollment:
 - Reduction in size for K-2 this year
 - 2nd grade will be added for next year
 - Teacher from Ventana Vista will be transferred (Room 7)
 - Spirit Week:
 - Sense of community: morning announcements, tucked in Tuesday, Page Turners
 - Spirit Week next week
 - Teacher's Contracts:
 - New music and PE teacher next year
- Counselors
 - Available to talk to kids

Treasurer's Report:

- Expenses:

- Classroom Funding Requests:
 - 8 checks signed and mailed
 - SEP: Mike Allie (registration for Science Fair)
- Special Request: Kelly Taylor (Critic Cam)
- Library (\$350 to spend)- contact Polly to spend this year
- Paper Donation (\$250)- write a check to Manzanita and they use it to buy from their supplier
- Principal's Staff Lunch (\$1397)- if they cannot get together, a drive by pick up meal for the teachers and staff
 - \$1000 SFE credit still available, used once for the beginning of the year, can we transfer it to next year
- Bloomz (\$)- price is based on enrollment, payment should be coming up soon
- \$6808 left in SEP
- Taxes (2018-2019) is due in May, Megan will be working with the CPA this month
- Staff Appreciation (\$250/\$1500): Staff Appreciation week is coming up in May, what is the plan, maybe a drive through pick up, signs for teacher's yards
 - Door Dash is doing free delivery right now
- Book Fair Money:
 - Julie and Megan both have money, business account so they will count the money at the bank for us for no fee
- Box Tops
 - \$500 out of \$1200
- Discussion to keep in the budget
 - April Financials Approval:
 - 1. Julie Bowden
 - 2. Jennie Buban
 - Approved

Mustang Bucks: Jennie Buban

- Currently at \$29,322.40 out of \$26,000

SEP: Lisa Yurkanin

- Kindergarten Spending: \$60, markers for classroom
- 1st Grade Spending: \$779.49
 - \$408 for Botanical Gardens, Nancy Hayes has the check, void, Megan will contact
 - \$130 for buses
- 2nd Grade Spending: \$476.34
- Multi-Age Spending: \$3511.16
 - Still doing the Child's Play Artist in Residence \$1300
- 3rd Grade Spending: \$1234.19
 - Artist in Residence was less than what they thought
- 4th Grade Spending: \$1029.81
 - \$170 for symphony
 - \$866 for transportation
- 5th Grade Spending: \$1943.81
 - Promotion cost
 - Drive through promotion, certificates handed out
 - Yard signs (Board and Brush)

- School Wide Project- excess money could be used for, shade structure, etc
 - Discuss with teachers and grade levels to see if they had plans
 - \$6800 has not been used in SEP, \$3300 in Mustang Bucks
 - Scholarships for 5th grade camp could be started this year for next year
- District will keep the transportation money, Megan will contact Cathy to keep track for next year
- Teacher funding
 - Screenshot the receipt and send the checks to their house

Committee Reports:

- Teacher Reimbursements
 - Use Venmo to reimburse the teachers, still need a receipt
 - Is it okay with the district? Kim will check with the business office
 - Still have over \$4000 in teacher funding to use (\$250 for each teacher)
- Virtual Family Trivia Night
 - Zoom: password and waiting room, email request to attend
 - Date: Friday, May 1st 4:30pm
 - Trivia Questions from teachers, staff
- Spring Book Fair Money
 - Money will be picked up and taken to the bank
- Yearbook Distribution
 - Order deadline now on Friday, 24th
 - Arrive by the end of May, 2-3 week production time
 - Families can pay for shipping to have it shipped to their house
 - Distribution: pick up times for families to come by the school and drive through to pick up
 - 280 sales right now (\$1800/\$3000)
 - We will not be ordering extras this year
 - 5th grade teachers are working on a special blurb for those students
- Spirit Wear Graphic Design 2020/2021
 - CFHS students came up with some designs before school closed
 - Those will be shared with us soon
- FFO Gift Card Funding for NTO 2020/2021
 - Megan will send check (\$25) to Julie Nichols
- Virtual General FFO meeting
 - Voting will take place on May 1st, names will be posted on Bloomz and website on April 20th
 - State “rules” of Zoom meeting beforehand
- Teacher’s Fund for Donations:
 - Donations with the stimulus checks, Mustang Bucks
 - Classified staff is continued to be paid
 - Maybe use for Manzanita families in need, talk to Kelsey Faber to see if there are families in need
- Planners
 - Teachers are talking about what company to use next year
 - \$1369 spent last year
 - Interstate will give to each student in the school, if wanted

School Wide Activities:

- Spirit Week
- Virtual Fire Drill

Upcoming:

Next Meeting May 1st

Motion to Adjourn: 9:59am