

Minutes of Discovery PTO General Meeting

Date: May 12, 2025

Location: Discovery Elementary School (Room 26)

PTO Executive Board Present:

Jennifer Crossett

Dani Nazemian

Kajal Vithalani

Kathleen Hillenbrand

Alexis Solis

Kristen Goodrich

Wendy Lindell

Nicole Collins

Others Present:

Julie Morgan (Principal)

Annette Gabriella (Music Teacher)

Tina Leight-Roades (Photography Club; Yearbook)

Stephanie Edwards (Incoming Co-Chairperson of Special Events)

Brianna Filmore (Incoming Treasurer)

General PTO members: 4

*Meeting called to order at 5:30 pm by Jennifer Crossett. Quorum was established.
Dani Nazemian acted as Secretary.*

Introductions & Welcome (Jennifer Crossett)

Jennifer welcomed General PTO members.

PAC Meeting (Jennifer Crossett)

Jennifer noted that a survey was recently distributed by the SMUSD requesting parent feedback regarding the SMUSD calendar for 2026-2027. Jennifer mentioned that the volunteer procedures for next year will be communicated.

Fifth Grade Promotion (Jennifer Crossett)

Jennifer confirmed that Rusty (from Signmeup) has accepted the order for the 5th grades signs, as is. Jennifer will coordinate with Rusty to pick-up signs. Signs will be made available for pick-up by parents at the May 30th pep rally, as they will have long stakes, so cannot be sent home with students. Otherwise, they can be picked up from Lolita. The Board and General PTO members discussed an idea to have students design and vote on next year's winning sign design.

Arts on the Green (Jennifer Crossett)

Jennifer summarized the status of AOG planning, noting that a link for the silent auction was shared school wide. Jennifer noted that more information would be coming soon.

End of the Year Bash (Jennifer Crossett)

Jennifer confirmed that more information is coming soon regarding the foam party.

Treasurer Updates (Kathleen Hillenbrand)

Kathleen confirmed that she is working on transition items and is documenting everything for Bri, who will be taking over as Treasurer.

Kathleen also provided the following broader budget announcements:

- At the Board meeting today, the Board discussed purchasing a fridge for staff that would replace the vending machine that staff has in the lounge. This would provide subsidized snacks for staff and also allow the PTO to use fridge space. The Board approved the use of up to \$1,000 to pay for the fridge.
- The Board approved reallocating Staff Appreciation Week donations to pay for snacks to stock the vending fridge.
- The Board approved of (i) First grade's request to use their grade level grant funds on headphones and (ii) Second grade's request to use their grade level funds on white boards, folders and Expo markers.
- Kathleen is working on an accounting policies list to document the PTO's accounting practices and to increase transparency. The goal is to post this on the website once final. Bri will help Kathleen finish the document.
- Kathleen summarized the need to make changes to the PTO bank account to ensure Jennifer and Bri are listed.

Fundraising (Kajal Vithalani)

Kajal mentioned that after AOG, the Board will be thinking about new corporate sponsors for next year.

Yearbook Update (Tina Leight-Roades)

Tina provided an update on yearbook staffing for next year and is still looking for photographers (6-7 adults) and anyone interested in marketing/sales. Tina noted that photos can be taken on parent phones and uploaded via QR codes.

Teacher's Update (Julie Morgan)

Mrs. Morgan provided an update on the new running digital marquee in the MPR that the school will be requesting through district funds. The goal is to display birthday messages on both indoor and outdoor marquees. Mrs. Morgan hopes to launch in August.

Mrs. Morgan also provided a summary of Panorama survey results for grades 3-5. Discovery has one of the highest scores in the district for sense of belongings, positive self-worth and empathy and communications.

Open Forum

- Katie Wade addressed the Board and, among other things, stated her request for additional transparency and clarity next year. The Board acknowledged Katie's comments.

Meeting adjourned at 6:01 pm by Jennifer Crossett.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Dani Nazemian". The signature is fluid and cursive, with the first name "Dani" and last name "Nazemian" clearly distinguishable.

Dani Nazemian
Secretary