

Coleman School PTO Board Meeting
Tuesday, September 8, 2020
6:00– 7:00 p.m. virtually via Zoom

AGENDA

1. Welcome and Introductions
2. PTO Business – Approve prior minutes – Lauren Monson (2 minutes)
 - Meetings will be posted on PTO website
 - Lauren motion to approve last month’s meeting & Kelli 2nd; 0 No’s (28 participants via Zoom)
3. Treasurer’s report – Toni Ignoffo (5 Minutes)
 - Only spent \$800 (what had cleared) so far – mostly gators for all (spirit wear; adult ones will be for sale) & yard signs (fundraiser)
 - Based on surveys Remote Learning Enrichment too robust
 - Likely do mid-year review of budget in January
 - YOY review – beginning cash similar; brought in less \$ last year & spent less \$
 - 2 checks to approve (Lauren moves to approve; Rebecca 2nd; 0 Nos (32 participants via Zoom)
4. School Upcoming Events – Rebecca Markwick (5 Minutes)
 - HeadsUp Specialists starting this week
 - T-shirts! Coming soon (will be able to purchase online (BonFire) or will have some bought already purchased to buy)
 - Charla Chats – Coming soon (coffee chats with Mike – Spanish)
 - Fundraising Drive and Hoorag Pick up – Last week of September date TBD (tiger likely also there; volunteers likely needed)
 - Costume Exchange – possibly virtual on Facebook
 - Conference Week 10/19 - no school Monday, Minimum Days rest of week
 - Veterans Day – 11/11
 - Thanksgiving Break - 11/25-27
5. HeadsUp and Specialists – Micheline Moayed (10 minutes)
 - Today launched enrichment specialists
 - Website has information & FAQs
 - Share any comments or photos → please use #HeadsUpEnrichment
 - Pre-recorded but ideal timing is after school
 - Feedback for now directly to Micheline (michelenesm@gmail.com)
 - Timing – music videos might be 10 minutes with intent to watch more than once & practice; PE video was closer to 40
 - Art materials will be passed out
6. Enrichment Survey Review - Lauren Monson (5 Minutes)

- Only 26 responses so far
- Has received some pricing so far for enrichment and won't need all the \$ that's budgeted
- Going to reach out to teachers to see about integrating enrichment into school days (science type box – Discovery Museum; Kiwi Crate)
- Leah M: can we look at using \$ to create more outdoor space
 - Yes; would like to see what it looks like when we get back
 - Mike would love to work with any/all to create short/medium/long term ideas of what outdoor spaces could look like
- Bronwen H: shade structure in kinder yard
- Survey going to be extended for another week but moving away from something after class
- Mrs. Sonnet will be brought back for Book Clubs – starting with 3rd – 5th grades

7. PTO and Open Positions – Lauren Monson, *et al* (10 Minutes)

- Grant writer (great way to get school improvements (shades) done)
- Book Fair – virtual (Copperfields & Book Passage have been used in the past) – Vita has done in the past & can look into it
- Treasurer
- Business & Operations Manager (deposit checks; insurance renewed)
- Grade Level Reps
- VP – Events
- Volunteer Coordinator (email & coordinate people to help out)
- Fundraising Committee Members
- Enrichment Committee
- Staff Appreciation Week Chair
 - i. Anne L idea to do one in the fall
 - ii. Ideas to get together & throw ideas around since this year is so different

8. Dads Group - Mitch Grossman & Bob Ishikawa (2 Minutes)

- Send email to Mitch/Bob & can get signed up for Dad's group
- <https://sites.google.com/site/colemandadsgroup>

9. PTO Fundraising (10 Minutes)

- How we fundraise – Kelli Kelly
- Tiger Fund – Sara Bender
- - United – Current cards expiration pushed to December; New cards for new families will be in the office in a couple weeks
 - Need to update amazon app on phone & sign up for Amazon smile
 - Box Tops – still collecting physical ones & can download app & scan receipts & app will pull out \$ of what's applicable & give to Coleman (<https://www.boxtops4education.com/>)
 - Coleman Fund: 15 families & \$7,500 so far (looking for 100% participation)

10. Principal's report – Mike Taylor (10 Minutes)

- Back to School night this week
- Office is open – Claudia working - must wear mask & 1 person at a time
- Spray painting tiger paws & 6 foot distance
- Picnic tables moved for outside learning; tree stumps
- 20 Questions for getting back on campus will be published
- New newsletter through S'more so can have video (instead of phone calls)
- Oct 5th earliest kids on campus – but that's small groups (maybe 5) & then ramp up maybe 2-3 weeks getting all kids back
- Can parents choose not to go back – needed to have chosen connected classrooms but might have to think through it more
- Idea to have call let's talk about just going back to school meeting

Parent council monthly meetings (w/ the SR superintendent) – meet monthly & learn what's happening at the district level – if interested to join as well, please reach out to Lauren (lmonson@gmail.com)

Next PTO Meeting: Monday, 10/5 at 6pm!