

**Coleman School PTO Board Meeting**  
**Monday, December 5, 2022**  
**6:00– 7:00 p.m. via Zoom**  
**AGENDA**

**1. Welcome and Introductions** – Fred Beck & Melinda MacKaben

Thank you to everyone who attended / helped with the Turkey Trot – any feedback is welcome

**2. Approve November Board Minutes** – Stephanie Parker

Elaine motion to approve and Julie 2nds – 20 participants and all approve

**3. PTO Business** – Fred Beck (5 Minutes)

Davidson Panel last month – good learning opportunity about Davidson – would like to market it earlier next time

New Family Coleman Tour was today – well attended – they're monthly

**4. Special Guest, Coleman's School Counselor** – Kassy Butkiewicz (20 Minutes)

Bachelors in Psychology at UC Santa Cruz – Masters SFSU School Counseling  
Counseling Style – relationship building, community is very important



## Coleman Counseling Services

**Examples of counseling services**

- Classroom lessons
- Check in Check out
- Behavior plan
- Short term counseling 6-8 week cycles (Group or Individual)
- Restorative conversations & circles

**Additional supports:**

- Outside referral through CARE solace
- Family referral form
- On call crisis support
- Monthly SEL lessons
- SEL resources as needed based on specific events or incidents

	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
7:30-8:00AM	Emails/ CICO	Emails/ CICO	Emails/ CICO	Emails/ CICO	Emails/ CICO
8:00-8:30AM					
8:30-9:00AM	Cost Meeting		Family Group	3rd Grade Boys Group	
9:00-9:30AM			Consultation w/ Kelsey		
9:30-10:00AM		Ind. Counseling			Kindergarten SEL
10:00-10:20AM	K-5TH SNACK SUPERVISION	K-5TH SNACK SUPERVISION	K-5TH SNACK SUPERVISION	K-5TH SNACK SUPERVISION	K-5TH SNACK SUPERVISION
10:30-11:00AM				The Dream Team Group	
11:00-11:25AM		5th Grade Boys Group	5th Grade Girls Group		
11:25-11:55AM	Ind. Counseling				
11:55-12:40PM	K-5TH LUNCH SUPERVISION	K-5TH LUNCH SUPERVISION	K-5TH LUNCH SUPERVISION	K-5TH LUNCH SUPERVISION	K-5TH LUNCH SUPERVISION
12:45-1:15PM		4th Grade Boys Group			Ind. Counseling
1:25-1:45PM	K-3RD RECESS	K-3RD RECESS		K-3RD RECESS	K-3RD RECESS
1:45-2:15PM	Tiger Cub Group	Ind. Counseling		Ind. Counseling	
2:15-2:45PM	Ind. Counseling	CICO		CICO	Ind. Counseling



3-6 students per group

~ 6 weeks

Tailored toward social/emotional learning they've been requested to work on


## What Does Group Counseling Look Like?

### AGENDA

- Review Community Agreements
- Check in Question
- Activity
- Reflection Discussion
- Appreciations

### SKILL SETS LEARNED

- Emotional Regulation
- Problem Solving
- Friendship Skills
- Teamwork
- Communication Skills

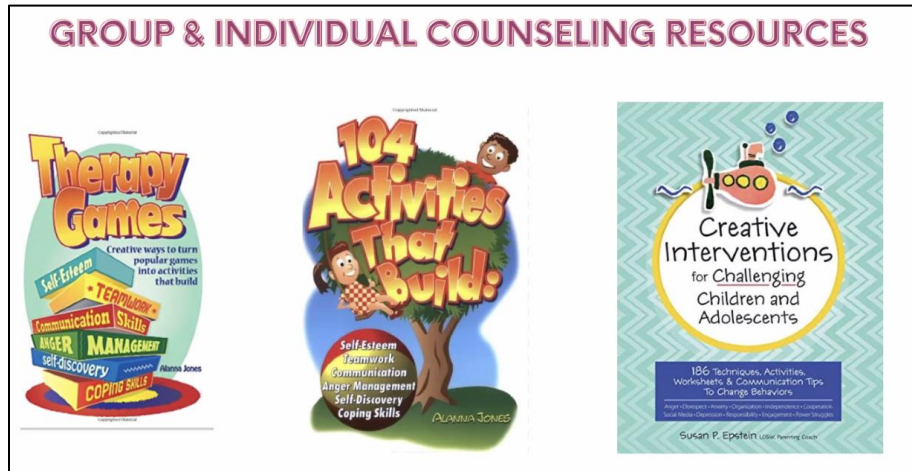



Community Agreement created upon at the start of each session

Appreciations – students say positive things about each other

Also, upper grade levels receive snacks

Example of group – Tiger Cub 1<sup>st</sup> Grade – using safe hands & words & building friendship – earn stripes & once have 5, they earn a pizza party



### APPLES TO APPLES GAME ALTERNATIVE

- Discussion Questions**
  - How often do you give positive comments to others?
  - Do you give yourself positive or negative comments most often?
  - Were you surprised by any of your friends cards chosen for you?

#### This is Me Activity

The image shows a notecard with the name "JENNA" written on it. Next to it are several green cards, each with an apple illustration and an adjective. The adjectives are: Helpful, Energetic, Exciting, Nice, Colorful, and Fork. Each card also has a small definition or description of the adjective.

Example of game used

Take out green cards (adjectives – remove negative ones) & pass them out

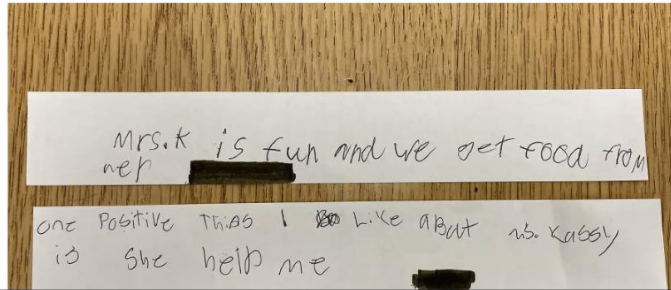
Given notecard and put name on it – facilitator folds & flips over names one at a time

Then other players give a card for the name that was pulled

Then Jenna picks the best card that represents her

## TO YOU, BUT FROM WHO ACTIVITY

Each person gets an envelope, pen, and several pieces of small paper. Names on envelope, pass the envelope clockwise to the next person. Once you receive your neighbors envelope write down a positive quality about them.



## How Can My Child Receive Individual Counseling?

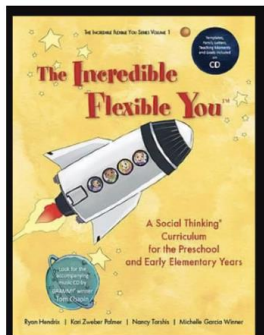
- Student has an IEP but doesn't qualify for counseling
- Parent is concerned for changes (i.e. home, emotional, etc.)
- Request counseling in school before outside services (i.e. anxiety, executive functioning)
- Teacher reaches out for support with student behavior

**ANY CONCERNS  
PLEASE REACH OUT TO US**

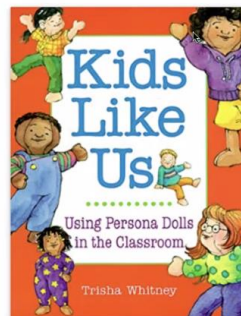
Individual is limited since there is only Kassy  
Please reach out if you have any questions

Also collecting outside list for counseling and classes – can always share

## CLASSROOM LESSONS (SEL)



**SECOND  
STEP®**



Using Second Step at the district level

## SCHOOL COUNSELING DATA

**Total Students: 41**

**7 Groups: 31 Students**

**Ind. Counseling: 10 students**

**Goals of the year**

**105-115 students**

**Small Group Topics**

**Boys/Girls Groups**

**Family Celebration**

**Friendship**



THANK  
YOU

kbutkiewicz@srcs.org

### Questions:

How do parents know if kids aren't exhibiting obvious crisis – how do we know if kids should be connecting with Kassy. → Anytime something comes up you're curious about -ongoing friendship issues – do check ins with student; Fortunate to have such great teachers that really know the students; Anytime change in home or loss in family / separation

Have a team that will discuss data from last year and now and discuss how can best support student

Teachers can always be the 1<sup>st</sup> point of contact

Family Life – happens in 5<sup>th</sup> Grade (2 days) – really about understanding the body

## 5. **Community Network Update** – Stacey Farrell (5 Minutes)

Thanks to everyone who's participated – all wishes have been signed up for

## 6. **School Upcoming Events** – Melinda MacKaben (5 Minutes)

- a) Dine & Donate: Chipotle @ Montecito Tuesday, December 6<sup>th</sup> 4-8PM (make sure you use the code for Coleman)
- b) Coffee Chat: Friday, December 9<sup>th</sup> (if not raining)
- c) 3<sup>rd</sup> Grade All Staff Luncheon: Thursday, December 15<sup>th</sup>
- d) Winter Break: December 19<sup>th</sup> – 30<sup>th</sup>
- e) Crab Feed at Rod & Gun Club: Saturday, January 28<sup>th</sup> (looking for volunteers!)

Wednesday – Rock & Roll to School

Youth in Arts show on Friday (5-7) at Youth in Arts – some Coleman art will be on display

January 12<sup>th</sup> will do art show & music show at Coleman

## 7. **Dads Group** – Bobby Contini (5 Minutes)

- a) Holiday Party, Tuesday, December 6<sup>th</sup> at 6:30 at Pond Farm (in the Brick Room)
- b) Coleman Garden Work Day, Sunday, December 11<sup>th</sup> from 9am-12pm (going to clear out ivy & old garden beds; add raised garden beds and lay mulch to prevent weeds from growing. Later date, will build compost. Trying to get grant to receive CA native plants.)

## 8. **Principal's Report** – Alex Peck

Big shout out to Kassy for presenting tonight, Elaine for being here & Melinda for all your work  
January 10<sup>th</sup> – on school website – next tour date – limited to 6-7 families

Report cards are on the way – attempting to just be virtually

Break coming up – continue to read and discuss what you're reading

Structure – good idea to have layout of what's happening each day

Virtual Tips – in the family calendar – supporting children in times of uncertainty – can register & great opportunity to hear from an expert – 6-8PM next Monday Tk-5 and then older students on Tuesday

After breaks, implementing Tiger Teams – reminding students what to expect when they return. Will do on 1<sup>st</sup> day back from winter break

## 9. **Open Forum**

Keep eyes open for survey about new superintendent

TK Survey – participate & give opinion

Next PTO Meeting: Monday, 1/10 at 6pm!

Next meeting will be February – January will instead focus on Crab Feed