

Coleman School PTO Meeting

Monday, April 1, 2024

6:00– 7:00 p.m. on Zoom

MINUTES

1. **Welcome and Introductions** – Melinda (5 min)

2. **Approve March Meeting Minutes** – Anne (2 min)

[Link](#) to March PTO Meeting Minutes

Motion to Approve: Melinda

Second: Liz

Approved: 29 people on zoom

3. **April Tiger Fund Rush/Let's SPRING into action!** - Tracy (5 minutes)

- Currently over 50% overall participation in Tiger Fund donations! (Yay!) Ended October
- Currently at \$75K, with monthly recurring pledges and anticipated corporate matches, we will likely end with \$90K-\$95K from Tiger Fund donations.
- Adding a **Spring Into Action Tiger Fund Rush** in April. Hoping to reach full 100% participation and we have a goal of increasing Tiger Fund donations by \$20K. Any amount helps!
- We will be out front before school with coffee (complimentary) and Coleman merch (for sale) to collect donations on Friday, April 5th and Friday, April 25th.
- If you work for a company that matches your donations and haven't completed your Corporate Match, it's time to do it! Tracy can help you figure out how to do this.

4. **HeadsUp Carnival** - Melinda (3 minutes)

- Saturday, April 27 from 11:00 AM - 3:00 PM @ Davidson MS
- Raffle Tickets
 - Students bringing them home this week (to sell to friends, family, community members). Raffle ticket assembly happening at school Tuesday, April 2.
 - Competitions and Prizes
- Dad's Group Grill
- Sign Up to Volunteer
- Bake and decorate a cake to donate for the Musical Cake game

5. **Upcoming Events** - Melinda (5 minutes)

- Peace & Kindness Week: Monday, April 1 - Friday, April 5 at Coleman
- Dine and Donate @ Kamikaze - Tuesday, April 16 (SRH baseball game at 4:30 PM too)
- Morning Message 1st Grade families - Wednesday, April 17 in MPR
- Corn Hole Tournament - Saturday, April 20 from 5:00-9:00 PM (adults only, get your tickets!)
- HeadsUp Carnival - Saturday, April 27 from 11:00 AM - 3:00 PM @ Davidson MS
- Open House at Coleman - Wednesday, May 1 from 5:30-7:00 PM (Students and Families)
- Coleman Community Dance - Friday, May 3rd (Free Event, Food for Purchase)
 - Neon Theme (5th grade picked the theme)
 - TK-2nd from 5:00 - 6:15 PM in MPR (Students + Families)

- 3rd - 5th from 6:30 - 8:00 PM (Students + Families)
- Dad's Group Workday - Saturday, May 4th from 8:00 AM - 6:00 PM
- Teacher Appreciation Week: May 6th - 10th
- Margarita Mamas - Saturday, May 18th from 5:00 - 11:00 PM (adults only, get your tickets!)
- Coleman Community Night - Giants v Phillies Game - Tuesday, May 28 at 6:45 PM (family event, get your bleacher tickets!)

6. **2024/2025 PTO Budget Planning** - Tracy (15 minutes)

2024/25 District and Coleman Budget Plans

PTO meeting
April 1st, 2024

District Approved Budget Cuts for 24/25 School Year

- Why?
 - Covid funding spend down/expired
 - Grant funding spend down/expired
 - Chronic Absenteeism
- What?
 - District wide cuts/reductions
 - Reduction in Counseling Positions
 - Reduction in Reading/Math Intervention Positions
 - (Initially) Canceled PE Contract
- GREAT NEWS!
 - With 2nd Budget Revise, PE contract fully reinstated for 24/25
 - ~50k 'savings' for our 24/25 Budget
- 3rd and final budget revision in May
 - Potential for even more improvement in deficit, which may ultimately improve our bottom line as well
 - More "Bring back firsts" for District and our PTO Budget

Coleman's Strategic Budget Planning/Initial Draft Budget for 24/25

- We will have \$+75,000 (net of expenses through end of school year) in our Reserves from Covid years that we have held onto for situations like this (ie- we knew this was coming and have been prepared!)
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- Feedback from teachers and parents: Important to strike a balance between academics and enrichment for our students
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- We have been working closely with Principal Peck and are combining efforts with PTO and Site funds to offset District Budget Cuts for 24/25
 - Ensuring that all of our students have access to additional services AND enrichment
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- With Prop 28 (state funding for art/music teachers), it is very likely that we will not have to pay as much for art next year (more savings for us)
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- We don't have to pay for PE!! We don't have to pay for Counseling position, it's remaining at Full time!
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- Average Daily Attendance (ADA) funding and Site/District initiative for 2024/25 to reduce Absenteeism = more \$\$ for our Schools
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- Just like the District, we have time to adjust our PTO budget, this is just a first draft at this time, but we wanted to be transparent and get our community's feedback/answer questions as we continue to work through the process. There is an immediate deadline from the District for us (site and PTO) to commit to funding for Intervention position

24/25 Coleman Planned Budget Changes

- **Reminder- we fundraise in arrears, i.e- our fundraising/revenue this year applies to next school year's expenses**
 - Projected revenue this year: \$230K
 - \$250K if we hit our Spring Tiger Fund Rush Goal of \$20k- Let's SPRING into Action!
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- **Currently, we have a full time (5 days a week) Intervention teacher that is fully funded by the District (23/24 year)**
 - District is going to pay for 2.5 days for 24/25
 - We are proposing in conjunction with site funds to pay for the additional 2.5 days and maintain our full time Intervention teacher for 24/25. This would equate to approximately \$60K of the 24/25 budget
 - Minimum 4 days, Planning for 5 days
 - The PTO Exec Board, Teachers and Mr. Peck feel strongly that in addition to Enrichment, Intervention is a critical position for the success of all of our students and school now and in the future
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- **If needed, potential savings in expense areas such as:**
 - Teacher Discretionary Funds (reduce, not eliminate)
 - Mr. Nettell (discontinue/bring back first)
 - Staff Appreciation Lunches (Grade level Reps will ask for \$ donations, in kind donations or provide pot-luck lunch)
 - Anne Rovetta (discontinue/bring back)
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- **Great News!! HeadsUp Foundation mini grant funding to supplement the areas we're reducing/discontinuing funding**
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- **Great News!! We still plan to fund Music, Dance, STEM programs, Garden Program, Field Trips, Community events and activities, Library and Campus improvements, Grade/Classroom parties, etc.**

DRAFT 2024/2025 PTO Budget/Spend:

Final budget will be approved during first PTO meeting in August 2024 but PTO Exec Board is proposing we commit PTO funds to support hiring a full-time Intervention Teacher, if we're going to do this, we need to make that commitment now.

| Line Item | 2023/2024 Amount | 2024/2025 Amount |
|--|----------------------|----------------------|
| Youth in Arts/Enrichment | \$ 96,000.00 | \$ 90,000.00 |
| Enrichment | \$ 26,000.00 | \$ 5,500.00 |
| 2-5th STEM Enrichment | \$ 12,500.00 | \$ 12,500.00 |
| K-1 Science Enrichment | \$ 12,000.00 | \$ 10,000.00 |
| Reading/Math Intervention | | \$ 63,000.00 |
| Classroom/Library Books | \$ - | \$ - |
| Library Reading Programs | \$ 2,000.00 | \$ 500.00 |
| Library Improvements | | \$ 8,000.00 |
| Classroom Discretionary | \$ 16,800.00 | \$ 14,300.00 |
| Positive School Team Events + Celebrations | \$ 900.00 | \$ 900.00 |
| Grade Celebrations | \$ 3,200.00 | \$ 3,200.00 |
| 5th Grade Graduation Fund | \$ 1,000.00 | \$ 1,000.00 |
| Antiracism Parent Ed | \$ 2,000.00 | |
| Staff Appreciation (Lunches/Gifts/Principal Gift) | \$ 4,800.00 | \$ 2,100.00 |
| Fieldtrips | \$ 20,000.00 | \$ 20,000.00 |
| Community Events | \$ 5,000.00 | \$ 5,000.00 |
| Fundraising Events/Operational Costs | \$ 15,000.00 | \$ 7,500.00 |
| PTO Operating | \$ 7,000.00 | \$ 7,000.00 |
| Safety | \$ 1,000.00 | \$ 1,000.00 |
| Office Supplies | \$ 2,000.00 | \$ 2,000.00 |
| Coleman Merchandise | \$ 5,000.00 | \$ 2,500.00 |
| Library Fund Roll Over ** | \$ 2,000.00 | \$ - |
| 5th Grade Fund Subsidy ** | \$ 321.00 | \$ 321.00 |
| Community Network Fund Roll Over ** | \$ 1,180.00 | \$ 1,180.00 |
| SUBTOTAL 2023-2024 BUDGET | \$ 235,701.00 | \$ 257,501.00 |
| Reserve | \$ 135,390.64 | \$ 115,000.00 |
| TOTAL PTO FUNDS | \$ 371,091.64 | \$ 372,501.00 |
| <i>Total spent of budget surplus</i> | | |
| Bank Balance | \$ 371,091.64 | |
| Unaudited 2022/2023 Income (fundraised) | \$ 230,000.00 | \$ 250,000.00 |

Questions:

DJ – can we hear from Teachers and Alex on their thoughts on these changes to Enrichment funding and programs and next year's PTO funding and priorities?

Answer: Ms Sanchez and Ms Hakala were in attendance and shared their perspectives about.

Ms Sanchez: Keeping the Intervention Teacher is critical to help close the achievement gap. There is such a huge range of students at Coleman, closing that achievement gap really would help all students at Coleman because teachers could really be even more productive if the achievement gap among the students was not as broad. Myself and other teachers I have spoken with, are totally OK with a lower discretionary amount from the PTO. And, we can encourage more sharing of supplies and resources among staff (especially with newer

teachers). At Coleman, we are really rich in supplies, but we are not as rich in people and we could really use more people resources.

Ms Hakala: Intervention is such a key piece to student achievement. It doesn't just benefit the students who go to intervention, raising the achievement of the entire class and school continues to have long term positive impacts even into middle school and high school which positively affects our entire community. As for potentially reducing Enrichment specials (ie: Mr Nettles, Ana Rivetta), several teachers (primarily in the lower grades) are actually feeling overbooked and not having enough uninterrupted minutes with students vs how many minutes we have scheduled with Specials. In the lower grades, instructional blocks need to be about an hour in order to be able to provide background information, active teaching, active lesson, progress monitoring and course correction, and closing, this is what it takes to provide a well thought out lesson. It's hard to find these big chunks of time to provide this quality teaching in the lower grades.

Alex Peck: Coleman is so special because we have all these opportunities to support the wholistic student. Students thrive when they have opportunities for enrichment (Art, PE, Music) and these add-on experiences (Garden/Environmental Science, STEM activities, Dave Nettles hands on social emotional learning). We're really lucky that we have this. Coleman made growth this year in our State testing, and we can continue to make growth. We had 6% growth in English Language Arts and 7% in Math this year. Having early intervention for our students we can increase the academic rigor for everyone. When we have students engaging in higher level language early on, it allows them later on to dive into deeper concepts. To Sasha's point, in our classrooms, we have this opportunity gap that is spread out a few grade levels, we can use intervention to home in on that and close the gap. We had 12-15 students who were in the red (2-3 grade levels behind in reading), we got all except 1 out of the red (they're in the yellow and green now). We're seeing this growth across those students who have received intervention. Let's continue to push our student's achievement to pre-Covid numbers. Let's keep the Fulltime Intervention and give our students what they need.

No further questions, comments, or concerns. We will move forward with committing PTO funds to support a Fulltime Intervention Teacher.

7. Yearbook - Melinda (2 minutes)

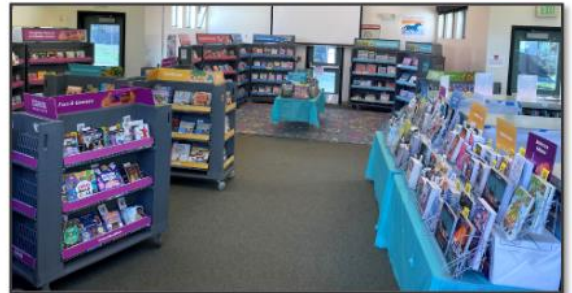
You will have an opportunity to pre-order your Yearbook, they are \$25 each. Robin Lang (parent volunteer) is creating the Yearbook now! The class picture for each classroom will be included in the yearbook, so don't worry if you didn't purchase your student's class picture, you can still get it by buying a Yearbook.

8. Coleman Book Fair Recap - Nicole/Anne (3 minutes)

Thank you to all the Volunteers who made Book Fair possible! Thank you to parents and families who shopped at our Book Fair.

Book Fair 2024 Recap

- Rewards-eligible revenue = \$10,691.80 (approximately \$900 less than last year)
- Earned \$2,399.22 cash back towards PTO fundraising (25% of our Book Fair revenue. Last year we earned 50% of our Book Fair revenue as Scholastic dollars)
- Granted over 150 Teacher Wishes (every classroom received their full wishlist!)
- Received over \$700 donated to Tiger Book Fund, Sponsored books for over 60 Coleman students! (and unfulfilled Teacher Wishlists with remaining donations)
- Approximately 1,000 books!
Top sellers: Picture Books (233), Journals (151), Easy Readers (119), Middle Grade Fiction (108), Graphic-Novels (103), Chapter Books (72)



9. Principal's Report - Mr Peck (15 minutes)

United Against Hate Week: Peace Week. Thank you Kassy and Ms Soss for putting together a great week of activities for students to engage in and celebrate Peace and Kindness.

Tomorrow (Tuesday) is Coleman Pride Week – students should wear Coleman swag or Coleman colors or other clothing that celebrates Kindness.

Events all week:



PARTICIPATE IN THE PEACE WEEK CHALLENGE FOR A CHANCE TO WIN A PIZZA PARTY WITH MS. KASSY!

COLEMAN TIGERS
SHOW KINDNESS & SPREAD PEACE WEEK
APRIL 1ST-5TH

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|---------------------------|--|
| MONDAY 04/01 | <i>I Am Peace Book</i> read aloud in the Library during lunch with rainbow breathing stickers |
| TUESDAY 04/02 | <i>Coleman Pride Day</i> : wear Coleman swag to Stand Together for Peace & Kindness for All |
| WEDNESDAY 04/03 | Sign the <i>Coleman Peace Pledge</i> during lunch with dancing & music |
| THURSDAY 04/04 | Write or draw a picture to appreciate a friend during lunch in the library |
| FRIDAY 04/05 | <i>Earth Spirit Day</i> : Wear green & blue while participating in a whole school clean up with a chance to win the golden boot! |

Spring Break: April 8-12. Keep your routines and structures during Spring Break – well rested and well-fed kids are happy kids!

Assembly on Wednesday (Thanks, Jen Waters for finding and scheduling Assemblies! If anyone is interested in helping with Assemblies next year, let Jen know) Bilingual performance by 123 Andres

ELPAC Testing this week – this is one of our indicators that Coleman is rated by. Keep in mind, on average, it takes 5 years for students to become English Language proficient. We want to see our students, as they are graduating out of Coleman, that they are being designated as English Language proficient.

Dave Nettle Part 2 (flying, screaming chicken) happening right now at school.

Attendance campaign to increase Average Daily Attendance – we will have a monthly celebration for the grade level that has the highest % attendance. For the month of March, TK won a Hot Dog celebration!

5th Grade Walker Creek (outdoor education) overnight field trip (with Sun Valley and a school from Petaluma) April 23 – 26. \$381 fee for each student, next year the cost will increase to \$400

TK Lottery last week. Enrollment was 36 students for Coleman which exceeded our capacity (20 students) at Coleman (after Construction project is complete, we'll have 2 TK classrooms at Coleman). 8 students with siblings attending Coleman were automatically placed at Coleman, the remaining 12 TK spots were randomly selected through the lottery. The remaining 16 students will be placed on a waitlist to get into TK at Coleman but will have a spot in TK at Short School.

Open House: Wednesday, May 1.

Friday, May 2 is a minimum day, 11:50 AM release.

10. Questions/Open Forum (5 minutes)

Comment: Laura – there are always volunteer opportunities to help out on campus (during school and after school/weekends). Let's have our Community continue to come together and support Coleman and keep our campus beautiful.

Mr Giao's Birthday is tomorrow (Tuesday, April 2)!

Lots of discussion about Festival next year. Due to construction on campus next year, we won't be able to host Festival on Coleman Campus. Decisions for next year's fundraising and community events aren't finalized yet, PTO Exec Board is still brainstorming ideas and scenarios and welcome other participants to join in discussions and volunteer to lead or join an event committee.

Reminder: Spring Break (no School): April 8 - 12, 2024