

Coleman School PTO Meeting

Monday, December 4, 2023

6:00– 7:00 p.m. on Zoom

MINUTES

1. Welcome and Introductions – Melinda (5 min)

2. Approve November Board Minutes – Anne (2 min)

November PTO Meeting Minutes:

https://www.colemanpto.com/storage/app/media/23_24%20Meeting%20Agendas%20and%20Minutes/coleman-pto-meeting-minutesmonday-november-6-2023.pdf

Motion to approve: Melinda

Second: Irene

Approved by 44 people on zoom

3. Directed Donations to PTO: Proposed Rules and Process - Tracy (3 min)

Important note about PTO fundraising: The vast majority of donations made to the PTO are to the general fund that are then dispersed based on PTO priorities by being allocated across the annual budget which is approved by the PTO. Occasionally, donations are offered to the PTO (outside of Tiger Fund donations or other general fund donations) that have a specific directed use (examples of directed donations the PTO has received in the past: books for the library, field trips, anti-racism education). The Exec Board has written language to govern decisions about future Directed Donations, this language will be added to the PTO Bylaws.

Amendment to PTO Bylaws: The PTO may accept or decline donations that specify how the donation is to be used. Any donation offered to the PTO that specifies or directs how the donation is to be used will be reviewed and discussed by the Executive Board, the decision to accept or decline the donation will be made by a majority vote of the Executive Board. A directed donation will only be accepted if it supports the PTO's Purpose and Coleman Elementary School's Mission and Values.

For reference:

PTO purpose (per PTO Bylaws):

1. To promote the development of the children in the school and the community.
2. To promote a closer relationship between home and school by working toward mutual goals to benefit the children.
3. The PTO shall be non-commercial, non-sectarian and non-partisan. No candidate may be endorsed by it and commercial enterprises or ballot proposals may only be endorsed when such enterprises or ballot proposals directly contribute, with no personal gain, to educational programs and opportunities for the children.

Coleman School's values: Equity, Community and Joy

Coleman School's mission is to teach children to be kind, compassionate, and inclusive scholars. We foster courageous students who will be ready to lead for social change, become academic advocates, stewards of the environment, and problem-solvers in their community and beyond.

New Playground Layout

Abstract Pathways

Slit Catcher

EXAMPLES OF GAMES:

- SPLAT HOPSCOTCH
- SNAKE AZ
- BEAN CHALK HOPSCOTCH
- CONFLICT RESOLUTION CIRCLE
- LABYRINTH
- COMPASS
- SOLAR SYSTEM
- TRIANGLE TIMES TABLE

TK CLASSROOMS

ELOC BUILDING

5

TK Play Yard

(N) BLDG J

Play Structure

Lunch Shade

Mud Kitchen

Water Flume

Turf Mound w/ Climbing

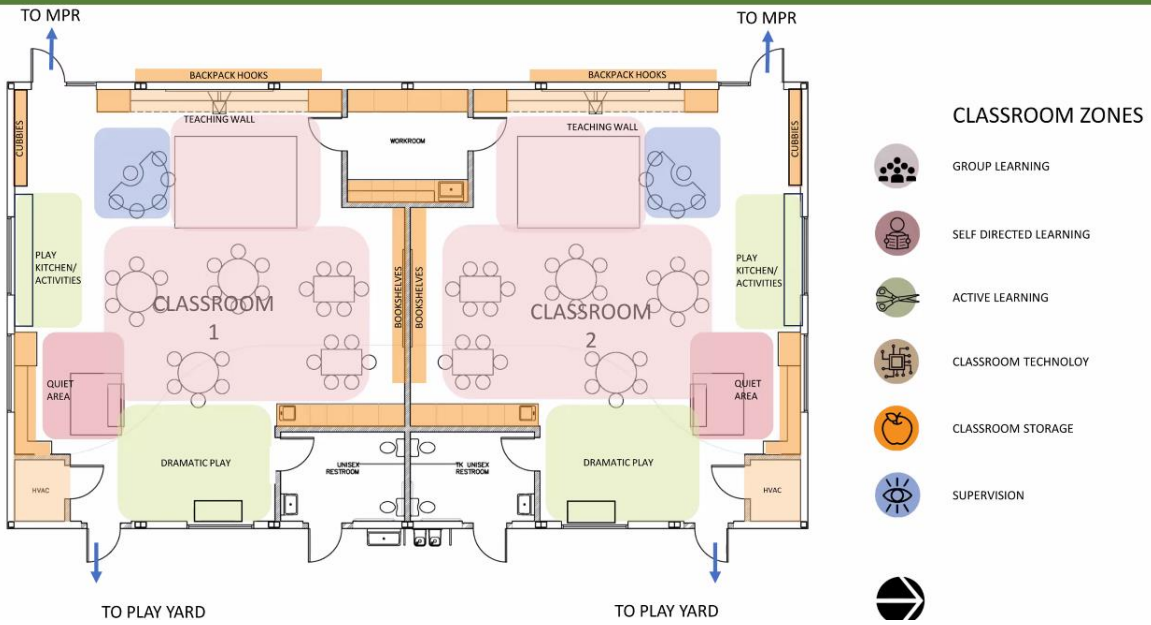
Wood Stumps

Tree Fort

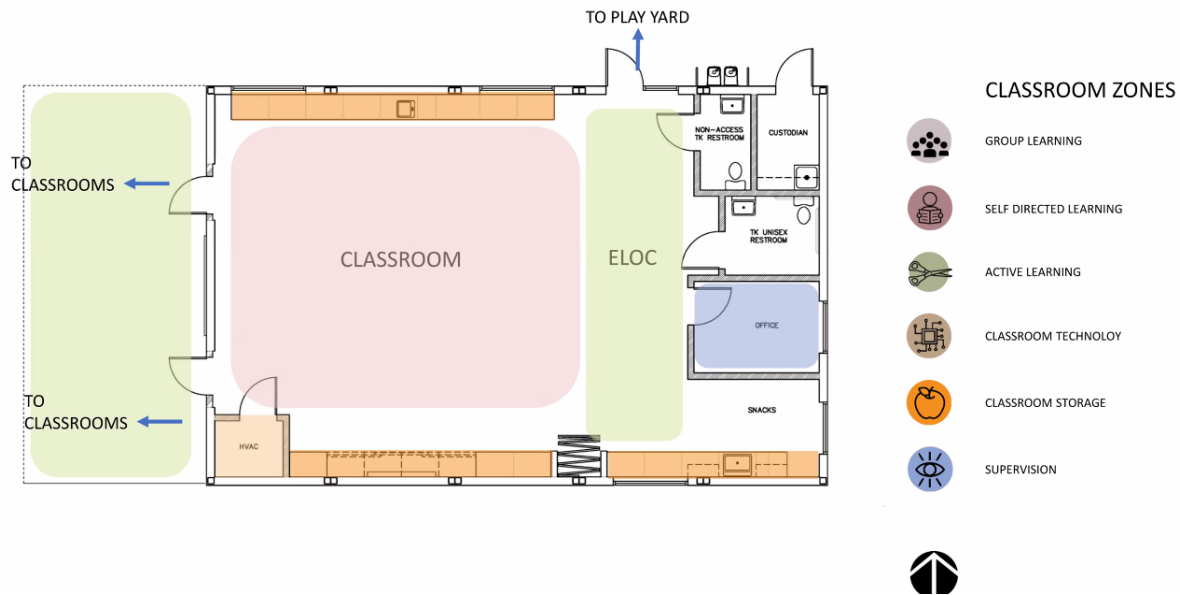
TK Play Yard Overall View



TK Classroom Floor Plan



ELOC Floor Plan



Interior Features



VISUAL CONNECTION TO PLAY YARD



TEACHING WALL WITH STORAGE



SECONDARY TEACHING WALL/DISPLAY SPACE



CHILD HEIGHT FIXTURES



FLEXIBLE FURNISHINGS



QUIET PLAY AREAS

Questions/Feedback:

- Comment: Shade is important! A: At least 20% of blacktop will be shaded by semi-mature trees. Shade tents will cover tables/eating area
- Comment: Please make the trike path one-way rather than 2-way traffic. A: noted, they'll look into that change and confirm with Staff
- Comment: Please provide adjustable basketball hoops. A: They will investigate feasibility of adjustable basketball hoops.

- Question: What is the ELOC? A: ELOC = Extended Learning Opportunity Classroom, planned to be used for after school programs, is flexible space that could be used for 1-5th grade later if needed.
- Q: Are the new buildings planned to have AV and technology integrated? A: yes, AV and technology for teachers and students will be incorporated into new classrooms
- Q: Are we losing basketball courts for upper grades? A: We will still have basketball courts, there will be 3 Half-Court Basketball play spaces that will be leveled and improved.
- Q: what is the safety plan for children and parents during construction? A: there will be a plan, inevitably not all will go according to plan, but there will be people onsite managing deliveries during school and after school hours to ensure student safety.

Phase 2 Improvement Options to consider and prioritize because there isn't enough funding to complete everything.

Phase 2 – Future Improvements



IDEAS FOR PHASE 2 IMPROVEMENTS

- KINDER PLAY YARD
- DROP OFF AND PARKING
- SYNTHETIC TURF FIELD
- OUTDOOR PLAY AND LEARNING AREAS
- OUTDOOR EATING AND SHADE
- FIRE ALARM
- CLASSROOM IT AND MEDIA
- HVAC SYSTEMS
- CLASSROOM CASEWORK/STORAGE

The survey below is for parents/families to provide their feedback and preferences. This survey will be open for about one week. Please add any items you don't see on the list but you'd like to be included for consideration.

Phase 2 Improvement Priorities

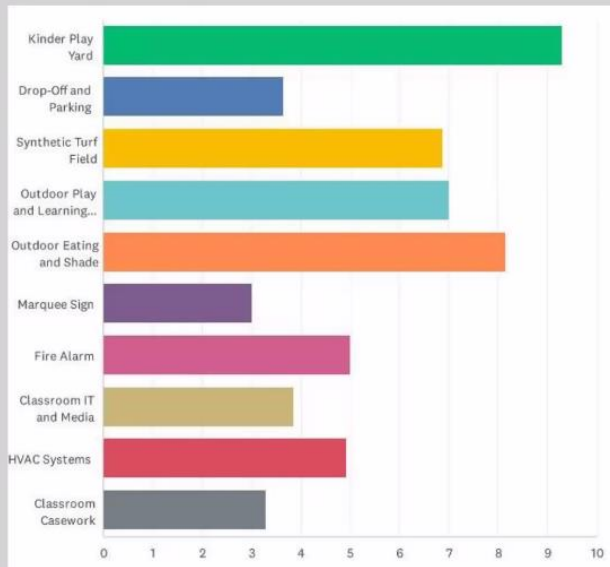
Please rank the improvements you prefer.



<https://www.surveymonkey.com/r/NW58MFR>

Staff has already provided their feedback and preferences.

Staff Survey Results



Questions/Feedback:

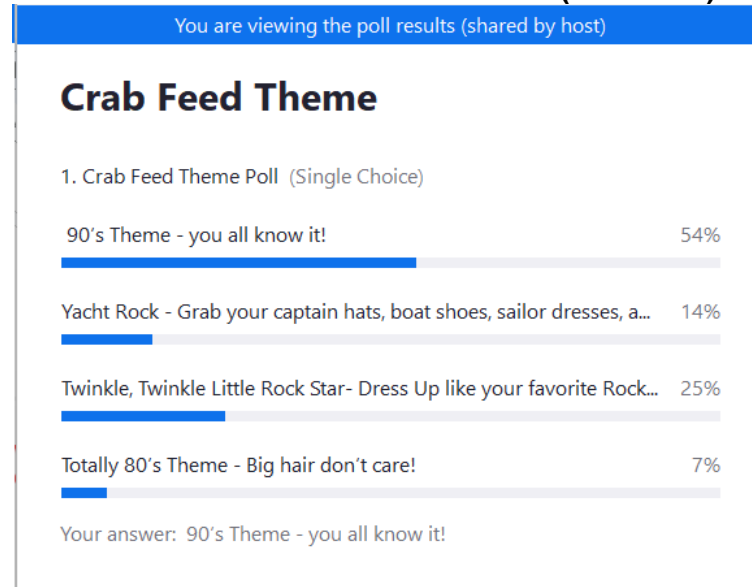
- Comment: Digital Marquee Sign at front of building is missing from the Future Plans survey but is an improvement that has been discussed in the past

5. Community Network Holiday Giving - Stacey (2 minutes)

Thank you, all wishes have been granted!

Please drop off wrapped gifts to the front office by this Friday, December 8. If you won't be able to deliver any of your gifts by Friday, please reach out to Stacey Farrell to let her know in advance.

6. Vote on Crab Feed Theme! - Melinda (3 minutes)



Crab Feed is happening January 27, 2024

\$80 per ticket

Live and Silent Auction, Fund a Need, Super fun dance party and delicious food!

Last year, we raised almost \$40K at Crab Feed

7. Upcoming Events - Melinda (10 minutes)

- Dine and Donate @ Gott's - Tomorrow - Tuesday, December 5 (ALL DAY! ALL SALES!)
- Walk and Roll to School - Wednesday, December 6
- Parents for Racial Equity Workshop 3 @ DMS Library - Wed, Dec 6 from 5-6:30pm
- Dad's Group Meeting (Holiday party, bring a white elephant @ Pond Farm - Thur, Dec 7th at 6:30pm
- Holiday Giving wrapped gifts delivered to Coleman Office by Friday, December 8
- Teacher + Staff Appreciation Lunch (hosted by 3rd grade) - Monday, December 18
- Youth in Arts Community Share (student dance performances and art activity)
@Coleman - Wednesday, December 20 from 6-7:15pm

6. Principal's Report (15 minutes)

Sara Sonnet is retiring, her last day is extended to Friday, December 15th. Library will be closed for the last week of school before Winter Break. Goal is the new Library Media Specialist will be onboard and trained first week of January with classroom library time restarting the second week after returning from Winter Break.

Coleman Community Calendar has been updated to reflect PT, thank you for pointing out that discrepancy.

Disaster Drill is scheduled for this week. The Disaster Drill prepares Students and Staff for the major earthquake that will eventually happen in the area. Each staff member has a role. Teachers will brief students in advance, so they know what to expect for the drill. Emergency water and food rations arrived at the school today (thank you PTO for paying for these).

TK families are invited to attend this Wednesday's Morning Message to see first-hand what happens during these weekly all-school gatherings. It's a fun time. We will host a different grade level each month.

Highly recommend attending Parents for Racial Equity workshop on Wednesday, December 6th at 5pm at Davidson Middle School

TK-1st grades gardening program is in week 4. Nicole is leading this initiative, it's such a great addition to our curriculum - thank you PTO for paying for this! (great example of your Tiger Fund donations at work!)

Report cards will be provided on the last day of class before the winter break- TK-5th grade families will all receive feedback on their students. Your child will come home with a paper copy, they will also be provided digitally.

TK Report Card will be based on DRDC (Desired Results Developmental Continuum)- report on social emotional regulation, literacy and language, gross motor skills, fine motor skills. Sliding scale to reflect your child's Kinder Readiness. Provides a whole child lens on students. Will include ways to support your student at home.

Exciting news is we did have growth in our SVAC 5% growth in ELA and 7% in math testing scores. Growth is always great, we're hoping to see more growth going forward.

iREADY – 3-5th grades are taking their second round of iREADY assessments so we can compare scores to look for growth over time.

Coleman is using an outside consulting group call Changing Perspectives - cultivate inclusive and equitable learning for all students (especially our special education students). Goal is to have some new strategies to implement beginning next Fall based on the current needs assessment.

7. Questions/Open Forum (10 minutes)

Tamara's question: Did they say how Summer Camp will be impacted due to construction?

Alex Peck: Summer Camp will not be offered at Coleman in 2024 due to construction on campus. Alex will follow up with City of San Rafael and SRCS extended learning teams and ask them to send out communications about what Summer Camp programs will be available at other locations.

Teacher/Staff Favorite Things Document - get to know your teachers even better! Reference [this document](#) to find out your teacher's favorite things (and least favorite things) as you're considering holiday gifts.

Christal's question - is there a reason some classes are not included in the schedule? Answer: there were some mistakes on the first communication that was sent out, there will be a new schedule sent out via Parent Square.

Laura - Green Team initiative is ramping up to support recycling and composting. Parent Volunteers will be needed to help during lunch to help students sort and put their trash, recycling, and compost in the right bins.

Crystal - can we get hot lunch to use more compostable packaging rather than plastic and tin foil?

Laura - Kindergarten wish list: sidewalk chalk, crayons, kids furniture, digging trucks, food prep play, robust waterproof toys.

Potential Fund a Need items: Kindergarten play materials. Digital Marquee Sign in front of school, maybe additional items on the Phase 2 wish list that aren't funded by proposition funding.

8. CrabFeed Planning - Melinda (stay on after PTO meeting ends)

Reminders:

Winter Break (no school) : Monday, December 25 - Monday January 8. First day back from Winter Break is Tuesday, January 9.

Next PTO Meeting: Tuesday, January 9 @6pm pm Zoom