

Coleman School PTO Meeting
Monday, May 5, 2025
6:00– 7:00 p.m. via Zoom

MINUTES

1. Welcome and Introductions - Tracy (5 min)

Welcome and thank you for joining us for tonight's meeting!

2. Approve April PTO Meeting Minutes - Anne (3 min)

Motion to approve: Liz

Second motion to approve: Matt

Approved with 18 people on zoom

3. Update from Zero Waste - Laura, Kelsey (7 min)

Kelsey is Coleman's contact/liaison with Zero Waste Schools Program and SEI. They are working with over 40 public schools in Marin County. They support schools so staff, teachers, and students have resources, equipment, and training to reduce waste sent to the landfill.

Zero Waste piloted a program at Coleman that doesn't exist at any other school - they gave out reusable utensils or a reusable snack bag to empower students to reduce waste and make a difference for our environment.

Coleman achieved the Gold level certification from Zero Waste this year! This is an especially big achievement because it's an improvement from Bronze level last year. Congrats to the Green Team who led the efforts and all Coleman students and staff who supported and participated in reducing waste at Coleman.

Zero Waste offers compostable plates and utensils for school events, usually limited to one or two school events per year. Need to submit request 4 weeks in advance. Can look into partnering on buying in bulk and passing the discounted price along for Coleman PTO to purchase compostable plates, cutlery, and possibly cups for Coleman's additional events.

4. Fundraising / Finance Update - Tracy (5 min)

We fundraise in Arrears which means the money we raise this year is used for next year's PTO budget. Last year we raised \$221K. Our approved budget for this year was \$250K (using some PTO reserves to fund this year's budget and we are coming in under budget in a few areas for this year's budget).

We had a stretch fundraising goal for this year to raise \$250K. So far, we have passed \$200K this year. We are hoping to raise as much this year as possible because we want to maintain the level of reserves the PTO has especially given the reductions to the district budget we know are coming in the next couple of years.

Last year, at the same point in the year, we had raised over \$85K in Tiger Fund contributions. So far this year, we have raised \$70K in Tiger Fund donations, so we're trending a bit behind.

Since the initial communication went out that we're below our fundraising goal last week, we've already raised an additional \$1,000. If you're able to make another donation (big or small), please contribute what you're able.

5. Upcoming PTO Events - Melinda/Amber (9 min)

- Teacher Appreciation Week - this week! Monday, 5/5 - Friday 5/9
- Dad's Group Meeting at Pond Farm - this Thursday 5/8 @ 7:00pm
- Pink Owl Coffee Cart Dine and Donate at Coleman - this Friday 5/9 7:45-9:15am
- Art and Music Sharecase at Coleman - this Friday 5/9 3:00-5:00pm
- Corn Hole Tournament at Marin Bocce Federation (adult only fundraising event) - this Saturday 5/10 5:00-9:00pm
- Dine and Donate at Garden Cafe - All Week! 5/12-5/17, Monday-Saturday 7am-3pm
- Youth In Arts C Street Celebration - Saturday 5/17 from 11:00am-4:00pm (free event). Coleman TK-1st Graders will be performing, call time is 1:15pm!
- Dad's Group Workday (Crabfeed Auction Item) - Saturday 5/17 8:00am-5:00pm
- Coleman Community Dance (students + families) at Coleman in the MPR - Friday, 6/6 5:00-8:00pm
- Margarita Mamas (adult only fundraising event) - Saturday 6/7 5:00-10:00pm

6. 2024/2025 Yearbook Pre-Order - Tracy (1 min)

Pre-Order deadline is May 16th. Yearbooks are \$25 each, all class photos (serious + silly) are included plus photos of students and staff throughout the year.

7. 2025/2026 PTO Recruitment - Tracy (7 min)

Exec Board Positions:

- President **Tracy Holcomb** (returning)
- Vice President **Morgan Schaffler** (nominated, new for next year)
- VP, Communications **Andrea Ramirez** (returning)
- **VP, Enrichment Open - reach out and let us know if you're interested!**
- VP, Events **Melinda McKaben** and **Amber Cameron** (returning)
- VP, Fundraising **Anne Levenson** (nominated, new for next year)
- Treasurer **Karina Willis** (returning)
- Secretary **Hannah Steiner** (nominated, new for next year)

We have so many other volunteer positions available that don't require the time commitment of an Exec Board Position. Sign up for a job/role for next year!

Join us at our end of the year PTO celebration and planning meeting on Thursday, May 29th at Pond Farm from 6:00-9:00 pm. (light appetizers will be hosted, beverages and dinner will be on your own).

8. Principal's Update - Alex Peck (15 min)

Big shout out to Ms Laura for leading with the Green Team students! I am really proud of our Student Leadership Programs at Coleman.

May 28th - incoming Kindergarten students will come to Coleman for an orientation and assessment.

In August, TK and Kindergarten will have separate orientations in August before school starts.

Thank you for coaching your students to share their appreciation with their teachers and staff, we really love hearing words of appreciation or receiving artwork from students.

We began our celebrations of Asian American, Native Hawaiian, Pacific Islander Heritage month. We do these cultural activities and celebrations throughout the year to highlight and celebrate different cultures, planned by the Positive Schools Team. This celebration of AANHPIH was to build a sense of belonging and inclusion around AANHPI month, and to develop a knowledge of self and establish solidarity between communities, especially between those most marginalized. These are wonderful opportunities for students to learn of each others similarities and their differences.

Join us this Wednesday 5/7 at 4:30pm for a Positive Schools Team committee meeting to plan for PRIDE week celebrations.

Please note - school staff and teachers can not administer sunscreen for students but students can put on their own sunscreen if you send it with them to school.

iReady Math is the new math curriculum. Our focus at Coleman will be to really dive into our guaranteed standards. We will be focusing on offering Tier 2 and Tier 3 Math Intervention while not losing important progress we've made with Reading Intervention.

9. Open Forum/Questions (8 min)