

**MINUTES OF COLEMAN ELEMENTARY
PTO BOARD MEETING
August 26, 2013**

PTO Officers/Managers in attendance were: Scott Carson, Bridget Radachy, Michelene Moyaedi, Jenny Keane, C.J. Healy, Diane Woodall, Tanya Burdick, Jeannie Williams, Julie Luria, Kajsa Murphy, Lisa Dawson, Elaine Earvin, Allison Morgan, Becky Ordin, Jen Fernandez, Lynn Stein, Abby Pledger

PTO Officers/Managers Absent:

Call to Order: Bridget Radachy called the meeting to order at 3:30 pm.

Minutes: PTO Board and General Meetings

- Minutes from 5/26/2013 PTO Board Meeting APPROVED

Principal's Report (Scott)

- Good start to the year!
- Claudia may not be returning... Mary Lou Echo is filling in for now
- Fun K-1 picnic
- Just getting feet on the ground, in listening mode.
- Looking at site survey, noted principal communication could be better.
- Playing with bulletin format, looking at switching it up.
- Staff want tech instruction to continue, more important than getting new hardware.
- Interviews for new librarian will be on Thursday at the District

Treasurer's Report (Jenny)

- We made \$189.90 last year, not including the \$3,600 for outdoor ed.
- Earned over \$20,000 in grants last year. Need to find more!
- 8k Sunshade Grant & carry over to cover sunshade. All 'found money' will go to sun shade. Have to use 8k by 12/31/13 or lose it.

PTO Events (Jeannie)

- Principal's Coffee Chat – Next one is Sept. 20. Chairs will be out for a 'chat'.
- Ice Cream Social, Wednesday, August 28th 6 pm
- Heads Up Summerfest September 28th – Coleman PTO needs a new Heads Up representative

PTO Fundraising (Michelene)

- **MFD Update (Julie): \$5,000 from Jump Start Day**
 - Looking for a new Spanish speaking liaison for MFD.
- Sponsor Alignment Director to manage all areas of sponsorship for all Coleman organizations.
- eScrip needs a coordinator
- Jen F has contact with Matt & Jeff's car wash, opportunity to sell car wash tickets (50% kick back)

Green Team Update (Tanya)

- Composting education targeting 4th and 5th graders first.

Dad's Club (Looking for a new PTO Liaison)

- K-1 picnic was awesome
- Golf tournament @ Peacock Gap, Marc Nicandri is a contact now
- Crab Feed has reserved their date at the Rod & Gun Club

SSC (Tanya)

- Has not met yet. First meeting this Friday

PTO Business:

- Ice Cream Social – Wednesday, August 28th 6 pm
- Need high PTO attendance.
- We are all recruiting for a replacement for Bridget – THIS WILL BE HER LAST YEAR!!!
- Coleman Google Groups vs Tiger Parent Forum review of practices and appropriate emails for each.
 - Google Groups is for PTO business only
 - Forum is for general community news & discussion
- Back to School Packet will include MFD letter & forms
- 2013-14 Board Positions
 - eScrip coordinator
 - Grant Finder
 - Heads Up Liaison
 - Photographer
 - Bake Team Director
 - Event Signs Coordinator
 - AUCTION CHAIRS (2)
 - Online
 - Silent
 - Playground Equipment Manager
 - Compost & Recess Volunteers
- Teacher Lunches by grade level, starting with 5th grade and working backwards
 - October, 5th Grade
 - November, 4th Grade
 - December, Scott Carson
 - January, 3rd Grade
 - February, 2nd Grade
 - March, 1st Grade
 - April, Kindergarten
 - May – Teacher Appreciation Month – ALL
- Specialist Contracts are on Drop Box
 - All get contracts except Kela & Byron
- Remove Gabriela Tsingarlis from signing privileges on signature cards for bank (email to Jenny)
- Tech – We have funding for instructor only, however teachers are interested in a new software. Scott will investigate.
- Working on the directory. Draft copy to be emailed out.

The meeting was adjourned at 4:50 PM

C.J. Healy

Recording Secretary