

**MINUTES OF COLEMAN ELEMENTARY
PTO BOARD MEETING
October 26, 2015**

PTO Officers/Managers in attendance were: Scott Carson, Michelene Moayed, Jenny Keane, Jeannie Williams, C.J. Healy, Amie Reed, Diane Woodall, Lauren Ng, Jen Fernandez, Marybeth Seedall, Lynn Stein, Heather Greene, Kim Locke, Jennifer Douglas, Patricia Diaz, Marissa Judd, Rebecca Alexis, Kelly Burr

PTO Officers/Managers Absent: Jen Labovich, Bryan Bates, Susan Mayost, Michelle Klopp, Vita Johannson, Tami Nygaard, Katie O'Donnell, Soccoro Herrera, Tori Berghoff, Leslie Piper, Todd Judd, Rebecca Harris, Janifer Chan

Guests: Shae Atkinson, Soccoro Herrera

Call to Order: Michelene Moayed called the meeting to order at 3:30 pm.

Minutes: PTO Board and General Meetings

- Minutes from 9_21_2015 PTO Board Meeting APPROVED

Principal's Report (Scott)

- Halloween Parade scheduled to take place
 - K 1:30-1:40 pm
 - 1st grade having their parties before to help get kids organized.
 - Keep pathways clear so kids have a space to work
- Playworks – Melissa Lowry (Coleman Mom) has been hired to help implement Playworks here at Coleman

Treasurer's Report (Jenny)

- ✓ Vote to Approve Treasurer's Report, Approved
- ✓ Vote to Ratify Checks, Approved
- \$2,050 made from RTFG (yesterday). Gross \$3,973 (expenses down from last year)
- IF Auction Payments (parties). IF up \$1,569
- Celia's Dine & Donate \$460.00 earned! Our biggest Dine & Donate!
- \$50,376.00 ITD (income to date)
- Specialists are on track, getting 2/9 payments this month. (art, music on track)
- Teachers are spending their discretionary money
- \$27,618 ETD (expenses to date)

PTO & School Events (Michelene)

- Staff Appreciation
 - 4th Grade Breakfast is November 19th

- Pick up your dishes and appliances left in the Staff Room
- Costume Swap – Wednesday 10/28
 - Need volunteers to lay out costumes on Tiger Terrace, crowd control (1:20)1:45 pm
- 5th Grade Outdoor Ed – 11/3-5
- Book Fair 11/16-20 Volunteer Sign-up Coming
 - Jeannie Futscher
- Beatnik Coffee 11/18 or 19 – 19th is preferable. Need to check on facility availability

Grade Level Requests

- Kindergarten:
 - Request for new sand for sandbox. Garden Work Day task.
 - Need for water-fountain in K area
- 1st Grade:
 - Requesting backpack hooks similar to Kindergarten yard. Want to stop using tubs.

PTO Fundraising (Michelene)

- **APD (Amie Reed)**
 - 40% participation
 - Total amount \$56,382.00 (\$11,000 more than we were at last year)
 - Pledge/Coffee Drive was a huge boost! Lots of positive feedback. \$7,000+ collected in that week.
 - Principal for A Day in 5th grade promotion ending this week.
 - New stickers – look great!
 - Kindergarten is rocking it! Shae Atkinson's class is in 1st place! 15/23 families have donated!
 - Raffle Promotion in November – Some sweet prizes! Drawing December 11th
- Dine & Donate – Marche Aux Fleurs this Wednesday 10/28
- Scrip – New United Cards are in the office.

Measure A/B (CJ)

- Vote YES!
- Thanks to Phone Bankers!
- CJ has 6 extra lawn signs, will bring to school tomorrow (Tuesday).

PTO Business (Michelene)

- 2nd Grade Dad passed away on Sunday, October 25th – Go Fund Me page started & meal delivery set up (Jen F.)
 - Mich will reach out on behalf of the PTO & Coleman Community
- Sign for Kindergarten Parking Lot
- Stand-up Desks discussion – Jenny has a contact. Scott asked staff if there was any interest in having Coleman teachers observe and learn about how it works in action.

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- Parent Leadership meeting Wednesday 10/28 6-8 pm. Does anyone from PTO want to attend? Mich has been going to the meetings and is looking for a different rep from the Coleman PTO.

Green Team (Kim)

- SMART Presentation for Students Wednesday, October 28th – How to be safe around Train Tracks. Sara Sonnet is the Coleman Rep. SMART is beginning testing in early 2016. Live until Fall 2016.
- Garden Work Day – Saturday, November 7th
 - Theresa has ordered materials (mulch) needed for the day. Needs a hedge trimmer.
 - Need tools – ask people to bring and label
 - Adding a circular bench around a tree (Theresa will reach out to Ian)
 - Sign-up sheet for all the tasks when you arrive
- Food Day – Friday, November 13th
 - Wish list for compostable plates. Approved.
 - Need to use platters in PTO Closet.
 - Change name to ‘Farmer’s Market’
 - Ask on “Next Door” for fruit growing on neighborhood trees.
- Mr. Eco Assembly – An exciting Eco rapper
- Saturday, April 2nd K-5 Coleman Science Fair. Talk to Lynn and Kaci.
 - PTO Today has some great resources on their website about holding science fairs

Dad’s Club (Michelene)

- RFTG – success!
- Poker Night 11/20: Need dealers and servers (sign-up on Volunteer Spot)

School Site Council (Patricia for SSC)

- SSC needs new members, looking for parents from younger grade parents
- LCAP Update
- Community Forum on Homelessness last week – several Coleman parents represented.

Next meeting Monday, November 16th

- Need Secretary (Sub for CJ) for November, January & February. Please let CJ if you are able to cover.
- Need volunteer for afterschool snacks, please contact Michelene.

The meeting was adjourned at 4:50 pm

C.J. Healy, Recording Secretary