

**MINUTES OF COLEMAN ELEMENTARY
PTO BOARD MEETING
April 4, 2016 - Final**

PTO Officers/Managers in attendance were: Bridget Radachy, Jeannie Williams, CJ Healy, Jenny Keane, Jen Labovich, Lauren Ng, Jen Fernandez, Janipher Chan, Tami Nygaard, Todd Judd, Marybeth Seedall, Monique Rutter, Lynn Stein

PTO Officers/Managers Absent: Scott Carson, Michelene Moayed, Amie Reed, Bryan Bates, Vita Johannson, Soccoro Herrera, Leslie Piper, Rebecca Harris, Kelly Burr, Susan Mayost, Katie O'Donnell, Heather Greene, Marissa Judd, Diane Woodall, Kim Locke, Jennifer Douglas, Patricia Diaz, Rebecca Alexis, Tori Berghoff, Chris Gonzalez

Guests: Shae Atkinson,

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

Minutes: PTO Board and General Meetings

- Minutes from 3_7_2016 PTO Board Meeting APPROVED

Principal's Report (Shae Atkinson)

- Football issues – it is at their discretion. If the kids can handle the football and be nice and follow school rules, then Football is OK
- Facility Bond Measure Meetings
 - Coleman is not going to get a dollar (“Zero” in Bridget’s words)
 - Davidson Middle School & San Rafael High School getting hundreds of millions of dollars of upgrades
- Meeting to hear Coleman Community Input on new principal is April 20, looking to hire in May

Treasurer's Report (Jenny)

Motion to ratify checks - Approved

- Current cash on hand \$64,935
- Hopmunk made \$1150, corporate match coming...
- Dine & Donate \$1192
- Online Auction +\$10,000,00, less fees
- United scrip \$3109
- EScrip misc \$3127
- **Total income to date \$143,696.19**
- Ended last year at \$167,000.00. We are expecting to meet or exceed this number.
- No unusual expenses

PTO & School Events (Bridget)

- Communications: Have had some issues recently. Please copy Bridget on all communications

- Bridget to ask Ms O'D about schoolloop/back board communications
- Bridget asking Claudia to make a combined district/school calendar
- Staff Appreciation
 - April is Kindergarten Month – Wednesday, April 27th
 - Upgrades to the Staff Room
 - 2 new microwaves in staff room
 - Kitchen Basics for staff room (silverware, plates, glasses).
 - **PTO Voted to fund these two items**
 - Staff Appreciation Week (Jen): May 9-13
 - Friday before Jen needs help cleaning the entire staff room LET JEN KNOW IF YOU CAN HELP
 - Tuesday, May 10: Bouquets. Help needed. Donations of flower bouquets to Jen in the MPR where mixed bouquets will be put together.
 - Wednesday, May 11: Barista Day
 - Thursday, May 12: SELAC Lunch
 - Budget total \$400 for upgrades and Staff Appreciation Week needs
- Parent Tour Wednesday 4/6
- Game Night Wed. 4/6
- Garden Work Day now 4/30 9-2 pm

Dad's Club (Todd Judd)

- CCIF – Goal to increase revenue by 17% as we did last year
 - Starting to solicit donations from families (parties) and classes (gift baskets preferred)
 - Need a raffle lead person
 - Car Show a GO
- Dad's Club fundraising goal: \$35,000 – are currently at \$32,000 with a possible Golf Tournament in the works
- Dad's Club work day at the Johnsons – very productive, go check it out!

Grade Level Check In

- Grade Level Reps moving up to next grade for 2016-17 School Year
- 5th Grade:
 - Starting to collect for yearbooks
 - Volunteer Donation for Legacy Gift

PTO Fundraising

- APE
- Silent Auction Accepting Donations
- CCIF

Green Team

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- Food Day coming up April 22
 - Lynn to talk to Carson about timing
 - “Farmer’s Market Day”
 - Signs for K Parking Lot have been approved by district and should arrive any day now
 - **Action: Bridget to notify School Community about K Lot Parking Rules!!!**
 - **TODD JUDD JUST BOUGHT THE SPOT!!! SOLD!**
- Campus Clean-Up May 1st 1-4 pm

SSC (Jen Labovich)

- Jen wants to know why we can’t merge English & Spanish surveys to have one same document in two languages, rather than to have 2 separate surveys. This is only an issue when analyzing the data. The district hasn’t been helpful in solving this issue.

PTO Business (Bridget)

- Principalship 2016-17
 - Bridget will be on the interview panel for a new principal
 - The job has been posted. Mike Watenpaugh is coming to Coleman on 4/20 morning to hear from the Coleman Community. Look for emails about details.
- PTO Board Positions 2016-17
 - Principal: Bridget Radachy
 - VP – Lauren Ng
 - VP – OPEN
 - Secretary – Jennifer Beales
 - Treasurer – OPEN
- Lost & Found (Wayne’s idea)
 - Big box (built by dads) to get clothes out
 - For now we are going to hang on fence
- Spending for 2016-7
 - Gaga Ball Pit
 - AV for MPR
 - Convert Music Room to TRUE Music Room / Clean out PTO Closet
 - Lead & Committee
 - Budget
 - Timeline
 - **We are going to tszuj it up! (click on link for definition)**
 - STEAM Cart for Kela – tinker lab, 2 projects per grade level
 - Vote to approve “tinkering” APPROVED

- Increase ART for 5th grade
 - Specialist Enrichment and Laptops
- Green Certification Update
 - Thanks to Claudia for doing much of the work for this!

Next meeting Monday, May 2nd, 2016.

- Need volunteer for afterschool snacks, please contact Bridget.

The meeting was adjourned at 4:40 pm

C.J. Healy, Recording Secretary