

Coleman School PTO Board Meeting
Monday, September 26, 2016
6:00– 7:30 p.m. in the Library

MINUTES

PTO Officers/Managers in attendance were: Mike Taylor, Bridget Radachy, Tori Berghoff, Jen Fernandez, Katie Nance, MaryBeth Seedall, Heather Greene, Jon Haveman, Shae Atkinson, Diane Woodall, Leah Mazurette, Lauren Ng, Elaine Ervin, Chandes McEowen, Melissa Laughery

PTO Officers/Managers Absent:

Guests: Michelle Klopp, CJ Healy, Jocelyn Kilbride

Call to Order — Bridget Radachy called the meeting to order at 6:01pm

1. Welcome and Introductions

2. PTO Closet – *Lauren Kushner*

She cleaned it out again. Please don't purchase anything for any event without checking in the closet first to see if we have the item you need. If you finish an event and need to return items to the closet, please check with Lauren before putting things away. She is happy to do this to avoid future disorganization.

3. Approve Minutes:

- Board Minutes 8/22/16: Mike Taylor votes to approve, Jen Fernandez & Leah Mazurette 2nd approval.

4. Principal's Report – *Mike Taylor*

- Teachers almost done with reading assessments. Purpose of these is to start small reading groups.
- Mike handed out 18 chrome books to staff to get all on same playing field.
- On Oct 5th after school, teachers will host a tech conference for all staff. They will move around to different classrooms for instruction. Purpose is to have staff become more tech savvy.
- Ruth Reynolds will sub principal this Wednesday and Thursday and Ms. Kenney is in charge on Friday as Mike is going to Denver for a conference on tech integration and education.

5. Treasurer's Report – *Jon Haveman*

- Treasurer's report – review/approval. Check report approved by Mazurette & Radachy.
- Treasurer's summary – Misc. income is down as compared to last year as is Scrip, but APD is up and overall bank balance is up. Teachers are spending their discretionary earlier this year than last. School improvement costs are all related to music room improvements.

6. PTO and Upcoming Events

- Fall Bingo Night-Friday 9/30, food serving starts at 5:30pm and game starts 6:00pm ish -Jenny Keane (plenty of paper goods and old bingo stuff is in the PTO closet – don't buy).
- Recycle Fridays start this Friday, 9/30. Any CA CRV Chris Browning will recycle for cash.
- International Walk to School Day 10/5 –Melissa Laughery
- Farmers Market 10/14 –Melissa Laughery
- Staff Lunch 5th Grade 10/26 – Janipher Chan

7. PTO Fundraising

- Annual Pledge Drive – Mary Beth Seedall. Almost at \$40k. 26% participation. On track with last year. Won't be posting stats by teachers, but will post by grade.
- Dine and Donate – Chipotle 10/11 – Stacey Laumann and Jennifer Numainville
- Book Fair November 14-18 & Movie Night on November 18 – Sara Sonnet
- Run for the Gold 10/30 -Michelene Moayedi

8. PTO Communications

- Phone calls and emails are great for all. Everyone, please check in with other families to make sure they are receiving all communication as well.
- Do we want Eyan Higgins Jones to help us get more active in social media?
- Directory Update – Katie Nance - 465 parents have access to the directory. 234 parents have logged-in within the last 6 months. 39 families opted out of the directory. There are 46 families with no email addresses at all. Final directory will go out tomorrow. Grade reps will get a spreadsheet with grade info. Elaine E. suggests that at kinder orientation have every parent present to email their child's teacher right then and there so that the teacher's have email addresses of their families straight away. Katie will email the teachers with a directory email list. Mobile app includes a link to the school calendar. Several features exist in this app that we are not taking advantage of.

9. Dads' Group

- Dads' Meeting 10/3, 7:00pm at the Elks. Everyone is invited--you don't have to be a dad. Our November 28th PTO meeting is with the dad's group at the Elks, 7pm.
- The Dads are in charge of Run for the Gold on October 30th. This year the run will be a Fun Run only, no timing. On-line registration begins October 3rd. Flyer will go home October 7th. Need volunteers on day of. Email Michelene if you would like to be on planning team.
- Dads are working on another concert – Chum and maybe other Coleman bands. Possibly at Terrapin with dine and donate night.
- Michelle Klopp – has volunteered to possibly organize a Coleman golf tourney this year – Woohoo!

10. Angel Network – Jen Fernandez

- Girls Scouts raised \$205 at first bake sale
- Math Mentor Program for 5th graders to work with Kinders starting 10/12. One hour a week for 6 weeks on Wednesdays.
- Costume Exchange – Wednesday 10/19 – 12:30pm. Jocelyn Kilbride will help Jen to run it

11. SSC -- Mike Taylor

- Next meeting is October 7th at 7:45am in the library. Goals are to drive spending of Title I money (approx. \$21K, based on free and reduced lunch - we are about 40%) and Title III dollars (about \$9K based on new students to the country). During the meetings the SSC team plans how to spend this year's money and then by January the team begins planning on how to budget for next year. Money is spent to improve reading literacy and math skills.

12. SELAC –

- Last meeting had 35 parents attend. School attendance is key to students' success! Students arriving on time is a huge component to a great day. Try to make doctor appointments for early in the day or after 3:15pm. Big topic at this meeting was how do I help my kids progress?

13. PTO Business -- Bridget Radachy

- Mindfulness – Davidson had a Capturing Kids' Hearts program for staff that we may want to adopt here at Coleman. Mike will talk to staff. If all are in favor, we would invite a professional in for a parent info night and then proceed with staff training. Then roll out to kids in classrooms.

Sun Valley has already begun with an organization called Mindful Schools which is an accreditation body. They work training educators and in the classrooms in 15 minutes chunks.

- LEAP staff is being supplemented by PTO so we also need to spend \$7,000 on Enrichment to engage the kids in a STEAM forward way.
 - i. Ideas include: Mural Project with Tori Bergoff – free class for students mornings or afternoons and possible weekends for families. Design and create a large mural in front of the school with a message board embedded into it and a mural in the back of the school as well. Building community through art. Create, Innovate, Tech. Kids create the content. Materials donated. Possibly create ‘living’ murals – w/ QR codes and camera in the murals. Time lapse. Pitch to Marin Magazine. Ted X Marin. PTO voted to move forward with this idea. Mike and Bridget and Tori will develop a scope and sequence of events to present at the next PTO meeting.
- Donation to Safe Routes to School – voted to give \$100. PTO wants to explore whether we need to budget for more for next year?
- Troughs near lunch area – Theresa will plant non pollen producing plants in the these.

Meeting adjourned at 7:49pm

— Diane Woodall, sitting in for Recording Secretary, Jennifer Beales