

Coleman School PTO Board Meeting
Monday, November 6, 2017
6:00– 7:00 p.m. in the Library

AGENDA

In Attendance:

Lauren Ng, Jon Haveman, Jennifer Beales, Kelli Kelly, Rebecca Alexis, Mike Taylor, Mary Beth Seedall, Jenn Fernandez, Stacey Laumann, Todd Judd, Jim Stuart, Elaine Ervin, Michelle Klopp, Mindy Findtner, Tori Berghoff, Theresa Fullmer, Dan Sonnet, Erika Dunning, Moriah Buckley, Sarah Jones, Teri Hollowell, Katie Nance, Coya Elliot, Toni Ignoffo.

Meeting called to order at 6:00pm.

1. Welcome and Introductions

2. Approve Board Minutes from 10/16/17

- Minutes approved by board.

3. Principal's Report – *Mike Taylor*

- Teachers have been in the library at a workshop with Molly Todd (full time just at Coleman). Molly will be at next coffee chat, for those who would like to meet her. She is a site coach and helps lead classroom teaching, demonstrates lessons, and is a STEAM expert. Her salary is paid by district LCAP funding. She will visit other schools with staff to gather new ideas.
- Hosting CPR next week, intruder drill in December, and First Aid in January. Katie Nance is organizing emergency supplies.
- Mindfulness parent education on Wednesday. Childcare is provided.
- Request to have each specialist come out of the classroom to look at their entire program. Get user feedback from parents and kids to flush out each program. Many of the specialists have not had time to work with anyone else on campus. Coach A., Amanda Fin, Kela Cabrales will receive pay for 1 day to meet with a representative parent/student along with the Principal and PTO President. This should have happened before school started, but didn't. This will give specialists the opportunity to share what is working and what is not. Maybe create these as two sessions? Revisit this at end of school year to see how goals were accomplished. Motion to create a proposal, find the funding and permit the Executive Board to give final approval. Motion seconded. All approved.

4. Treasurer's Report – *Jon Haveman*

- We have \$225K in bank, which is normal in comparison to previous years.
- APD is running about 5% ahead of last year.
- The Coleman vs. Sun Valley Softball event brought in over \$600.
- Fieldtrip spending has increased as was requested. Request by parent to get advance notice of dates and when parents are not needed (so they don't take the day off, unnecessarily).
- Motion to approve checks written from 10/15–11/6/17. All checks approved.

5. PTO and School Upcoming Events

- Parent Mindfulness Education event, 11/7. Childcare provided.
- No School — Veterans Day, 11/10.
- Dine & Donate – Celia's, 11/14.
- Poker Night, 11/17.
- Thanksgiving Break, 11/22–24.
- Parent Education Night: Growth Mindset and Parenting, 11/29.
- Bingo Night, 12/1, 6:00 pm.
- Hour of Code, 12/5. Changed date from 12/6.

- PTO Meeting, 12/11.
- Holiday Break, 12/22–1/8.
- PTO Meeting, 1/9.
- Crab Feed, 1/27.
- PTO Meeting, 2/5.
- Global School Play Day, 2/7
- Art Show & Beatnik Poetry Night, 2/7
- Kid Power – 2nd & 5th Grades, 2/12
- Mid-Winter Break, 2/19-23

6. **PTO Fundraising** – *Kelli Kelly*

- Still coordinating the Auction Team. Looking for volunteers for the solicitation team, receivables team and close out team for Online, International and Silent Auctions.
 - **Annual Pledge Drive** – *Mary Beth Seedall*
 - Just logged in \$3,300 and will market Giving Tuesday after Thanksgiving. MB will need help getting that message out.
 - Teachers have not had tools to promote APD.
 - Now tracking by families instead of by student.
 - We are at 33% of participation from families. Need to get to 100%. We market unofficially all year, but stop communicating it in spring.
 - **Dine and Donate** — *Stacey Laumann and Jennifer Numainville*
 - i. Celia's next week. Kamikaze wants to donate sushi to IF.

7. **Dads Group** — *Todd Judd, Jim Stuart*

- Coleman vs. Sun Valley Softball recap
 - Huge success! Lots of people showed up on both sides. Reached goal of fundraising. Money still trickling in. Will try to grow it next year with competition of all SR city schools. Hats off to Mark Numainville for all his work on this event. Helped Sun Valley see how the Dad's Group works. They will come to Poker Night.
- Poker Night!
 - Don't have to come to play poker. Come to hang out! Theme is Hawaiian Night with Luau coupled with Elk's Ukulele Night. Dad's Group is teaming up with Davidson's Dad Group for this event. Sponsors will take up 3 tables. Looking for two more sponsors to buy a private table for 9 people at \$1,500. PTO website will hold volunteer list. Need dealers, decorators, etc., on Thursday to help prep/set up. Sign up!

8. **Angel Network** — *Jenn Fernandez*

- Marta is working to get 10 families for the Angel Network Giving Tree. They will supply their wish lists for a total of 250-300 items. Will hang in the office and will advertise in Dominican Newsletter and Facebook.

9. **Green Team** – *Mindy Findtner and Toni Ignoffo*

- Wrapping heads around what is important to strategize. HeadsUp is giving \$1,000 for a green project. Coleman would like to put in for a grant for a water bottle filling station. Units are \$2,500. Grant is due soon. There may be other grants. Still researching vendors and looking at locations. All schools need to be tested for lead. Will look at getting quotes from Coleman families to install.
- Trying to figure out other goals. Communication and education that doesn't put additional load on staff.
- Will put together a survey to gauge what Coleman community wants.

10. **SSC** — *Stacey Laumann*

- Thanks to Katie Nance and Kim Adams for their work concerning safety issues. Had meetings with Bill Welch, who is a new consultant to the district, about what we have and don't, and where concerns are. Started the ball rolling and is the reason why staff is getting trained in CRP and First Aid sooner.

11. PTO Business – Lauren Ng

- Gardening ideas at Coleman – Jon Haveman
 - Can we do better? Keep it status quo, expand or move, Kitchen Community for a learning garden or living roof.
 - Kimball Musk is working with a project called Kitchen Community. The cost for them to install a garden is \$40,000. Where would we put it? They would install planters and irrigation and create an after school program.
 - We could also build a Green Roof by the field with railings for safety. Would need a huge fundraising campaign to pay for this.
 - Ideas: Look for grants,
 - Theresa Fullmer who is currently running the garden, says: Need to protect the garden during non-school time, water, enclosure, dirt. Where the current school garden is an easement. Before you spend more, find out what teachers want. There has been less interest in the garden. Kids eat the harvest before the plants mature. Revitalize what we already have! People don't know there is a garden back there.
 - Green Team wants to access needs and build interest. Garden is not being utilized to it's full potential.
 - Principal Taylor says: Staff needs to talk to see if they want to include it in their curriculum. If not, let's pause this idea. If it's an after school program, a student could opt-in and thus take it off the teacher's plate.
 - Keep in mind that District will not like anyone messing with plants/turf.
 - Next course of action is Principal Taylor to go to staff to find out what their needs are for the curriculum in this area. Will then go to parents/Green Team to help work with what we have. Then increase the garden, if it's not enough.
 - Current Space is not working well due to invasive plants, lack of supervision and inhospitable neighbors, but moving forward we could move it to Childcare garden.

12. Other

- New policy on folding tables will not leave campus. PTO sponsored events like softball game can use tables. If it is not a PTO event, like an auction party, you may rent from party supply vendor.
- Wish List: outdoor lighting for evening events, more balls for recreation, hand sanitizer stations, water bottle filling stations

Next PTO meeting, 12/11, 6:00 pm in Library

Meeting adjourned at 7:25pm.

*Recording Secretary,
Jennifer Beales*