

Coleman School PTO Board Meeting

Monday, June 4, 2018

6:00– 7:00 p.m. in the Library

AGENDA

In Attendance: Lauren Ng, Jon Haveman, Jennifer Beales, Kelli Kelly, Abby Pledger, Rebecca Alexis, Mike Taylor, Michelle Klopp, Stacey Laumann, Kelly Franklin, Mindy Findtner, Jen Numainville, Hilary Schmitt, Vita Johanson, Jackson Johanson, Tori Berghoff, Leslie Piper, Coya Elliot, Katherine Ryan, Chandos McEowen, Moriah Buckley, Bronwen Healy, Sabrina Chamberlain, Katie Nance.

1. Approve Board Minutes

- These are the last Minutes of the year!
- Request to approve Minutes from May 2nd meeting. Motioned, seconded, all approved.

2. Ratify checks

- Request to approve checks paid from May 1–June 2, 2018. Motioned, seconded, all approved.

3. Principal's Report – *Mike Taylor*

- Welcome to June!
- ***Academics:*** We did a lot with writing this year. There is strong evidence that writing and teaching is paying off—higher comfort level and capacity. Taylor, Todd and Ervin will travel to NY to attend conference: Writing Workshop Summer Institute. Impacted program this year, but more staff will go next year. Small group reading has become the norm at Coleman and kids are excited about it. Math and Science will see a professional upgrade next year. Teachers will take college-style courses to be sure they stay fresh.
- ***Focuses for next year:*** Writing is not going away and fire will be stoked through NY Institute. Cultural focus will be strong. Integrating volunteers and deeper commitment to integrate our communities. Sending teachers and parents to an MCOE “Beyond Diversity” workshop this summer to help with this integration.
- ***Specialists:*** Applications are open for Art and P.E. Specialists. Coach A. is moving on to TJs Gym. We are advertising these positions through parents, word of mouth and Craig’s List. Suggestion to use NextDoor.com and LinkedIn. Since job isn’t paid by the District, we can’t post it on that website. Concern that District isn’t helping us find a position that needs to live by the rules of the District. How to get the word out to Sonoma/SF State? Concern that we are looking for a professional educator and that fresh graduates and Craig’s List might not be the best place to find them. Talk to the District HR Director, Amy Baer. They are seeing all education candidates and maybe they would let us look at the second picks. Mike will distribute job descriptions to PTO.
- ***Staffing:*** Emma Ellis is joining the first grade team next year. She is local from TL and MV. She sought out Colman to see what a Title 1 school looks like. Ms. Theroux is moving back to East Bay to be closer to home. Mr. Gonzales is moving to San Pedro. He’s been at Coleman at 12 years and wants to work with a different population. To fill his shoes Ms. McEowen will teach 4th and we will have a former Glenwood principal, Kim Goodhope, teaching 5th grade with Kenney. Jackson will take on the 4/5 class. Coleman always has a combo. The kids stay in the class for two years, flip curriculum so that all learn at the same time. Kids do need to work independently and problem solve. Suggestion to educate all parents on how this class works

and how students are chosen for it. Next 5-10 years there is a declining enrollment for San Rafael. The split grade class will travel with the high enrollment years.

- **Reclassification Ceremony** is tomorrow, to honor students who have started out as ESL and are now fully English proficient. We will be honoring 20 students (some from last year) and this will be a new tradition. This is a great opportunity to make this bigger and to help integrate our two communities. Michele Klopp offered to help make this bigger in the future.
- **Talent Show did not happen this year.** Tried to gear up for it in February, but parent and staff volunteers didn't come through. Will be looking at this issue next year at a Staff meeting to get commitment from staff to help with a few different events. If there is a traditional event that is in jeopardy of getting canceled, we should put it out to the parental community to take it on. Student Council was interested in the role of supporting the Talent Show. Tie this event into Coleman Festival?

4. **Coleman Carnival Recap – Stacey Laumann**

- Student performers were good.
- Round of applause to Stacey and the rest of us for the hard work on this event.
- Meeting will run afterwards for all those who would like to share feedback.
- The 'Festival' name works better (instead of 'International Festival'), and gives us the option of having different themes each year.
- Last year, net was \$35K income this year was \$29K. Lost \$6k, but that is the loss of the Online Auction. Ticket sales were on par. Sold more food (ran out of food this year). Would have loved to include the Talent Show in the performances.
- Harder getting volunteers this year. Not all classes did a Silent Auction class project. Stacey will run it again next year, but would like someone to shadow. People need to shift or take on new leadership roles.

5. **PTO and School Upcoming Events**

- Reclassification Ceremony 6/5 at 9am
- Kinder Welcome Playdate, 6/6
- BMX Bike Assembly, 6/7, 10:30am (not to be missed!)
- 2-5 Field Day, 6/8
- Kindergarten Promotion, 6/12
- 5th Grade Graduation, 6/14
- Last day of school, 6/14
- Jump Start Day, 8/21
- Kinder Welcome Day, 8/22
- First Day of School, 8/23
- K/1/New Family Picnic, 8/24
- Ice Cream Social/PTO General Meeting, 8/29

6. **PTO/SELAC/SSC Year in Review // 2018-19 PTO Slate**

- Lauren shared a PPT:
 - What is a PTO, who, what, why, how.
 - What is School Site Council, who, what, why, how.
 - SSC Current Members.
 - There will be two parent vacancies next year. Request for job description and meeting requirements (once a month, an hour before school). Will recruit at the beginning of next year.

- What is SELAC: School English Learner Advisory Committee. They have monthly meetings with ELL parents to share info and listen to concerns.
- Message from SELAC/Marta.
- Goals accomplished: The School Survey was to be distributed via the District and then Coleman an add their own questions. District has not yet delivered their questions. This feedback is very helpful and gives all parents a voice. Suggestion to put in Coleman Connect to let parents know about this. Should be getting the link any day now. We then tally this info to share with the Coleman Community.
- PTO Slate for 2018-19: President, Kelly Franklin; VP Events, Rebecca Alexis; VP Communications, Abby Pledger, VP Fundraising, Kelli Kelly; Treasurer, Jon Haveman, Secretary is TBD.
- If anyone knows of someone for the Secretary position, please let Kelly F. know. Will vote on this in the Fall. Bronwen Healy volunteered to be K Rep.
- End of year Dad's group party is this Saturday.
- PTO Managers revealed.
- PTO Officers left room so the rest of the room could vote diplomatically. The entire slate is running unopposed. Motion to approve these officers was seconded and all approved.

7. Treasurer's Report — Jon Haveman

- Jon shared the 16-17, 17-18 budget comparisons.
- Rebecca A.: why did Tech budget go down? It didn't, just was a correction in the numbers.
- Total raised: \$179K, plus carry over = \$210,833.
- \$30k short, but using carry over to push us to \$210.
- The 2018-19 budget will be voted on during the Ice Cream Social in August.

Last PTO Meeting of the year closed at 7:05pm.

Jennifer Beales
Recording Secretary