

PTO Meeting Agenda/Minutes -
November 2015

Finalized and Approved at December 2015 meeting

In attendance: Larissa Sano, Erika Levin, Mary Cooper, Joan Doughty (Community Action Network), Marguerite Dillard, Sara Zocher, Ksenia Kozak, Suzanne Muenz, Eric Kennedy, Talisha Sutton, Jennifer McNamara, Linda Hagan, Karin Sletten-Farjo, Tim Pinto, Varsha Chetlur, Neha Shah, Carrie Bora, Katharina Conlan, Brian Weisman, Ben Ewy, Suman Tewari

1. Called to order @ 6:35 pm
2. Minutes - Reviewed previous meeting's minutes
 - a. Motion to approve minutes: Carrie Bora
 - b. Seconded: Karin Sletten-Farjo
 - c. Vote: all ayes
3. Principal Report - Mrs. Cooper
 - a. healthy kids efforts ongoing at King this month
4. Teacher Report - Mrs. Hagan
 - a. appreciate all PTO support of activities
5. Special Guest - Kurt Helmich, Boy Scout Troop 4, presenting on Greenhouse in the Learning Garden
 - a. Kurt Helmich presented about the King Learning garden, former King school student
 - b. has raised \$3,600 to contribute to work
 - c. cost \$4,800, asking PTO for funds for remainder of costs (\$1,200)
 - d. required extra pieces into the greenhouse
 - e. materials such as cement siding, composite materials, etc., should allow greenhouse to last longer
 - f. estimate 350 hours volunteer + 120 hours from Kurt
 - g. Ms. Shah - learning opportunities are being integrated into 1st and 2nd grade curriculum; also looking at expanding opportunities to other grades; looking to expand lesson options; creating an all weather space will help students use the site more year around;

motion to fund project at \$1,200 as requested by Kurt

motion to approve: Suzanne Muenz

seconded by: Ksenia Kozak

vote: all ayes

- Green Baxter Court: overview given by Joan Dougherty
 - public housing opportunities, the families at Green Baxter Court attend King Elementary
 - CAN works on community organizing including advocacy to support families find resources and support, supporting families with housing including utilities, and family sponsorship during the holidays (for example wish lists).

- At Green Baxter, CAN has a multipurpose room that serves as a community place for children after school and offer academic support for students. Involves working with students and with teachers to help with homework, etc.
- four families at Green Baxter Court
- also working on gift drive for families - PTO needs to decide how many wish items we can fundraise for; includes gift wish for children
- CAN is also at Mitchell to support educational activities and support for families

6. Treasurer Report - Brian Weisman

- a. overview of budget process
- b. discussion of ways in which the budget might not align with forecasts
- c. amendments to budget: remove Ecology Center, WOLF grant and minigrant other; Art supplementation; Farmer's market, removal of minigrant-other

motion: to approve current budget with above amendments

motion to approve: Carrie Bora

seconded by: Neha Shah

vote: all ayes, no dissent

7. Committee Reports

- a. Bingo Night-Laura Weintraub, Suman Tewari
 - i. Date set - Wednesday Feb 24, 2016 (week after mid-winter break)
- b. Book Fairs-Tomomi Kumagai, Suzanne Muenz , Carly Ly, Ping He
 - i. We are currently getting everything ready for the upcoming bookfair. Dates are November 30-December 4. The bookfair committee would like to propose to the PTO that instead of taking most of the proceeds from the fair in cash (25% of profit payout), that we take the proceeds in Scholastic Dollars (50% of profit payout) and give it to the library to buy new books. - VOTE
 - ii. advertising for book fair, requesting volunteer help, see link in Principal Cooper's newsletter and e-notes
 - iii. profits for book fair: if we take profit in cash get 25% of profit. if we take profit as Scholastic dollars, we can take 50% of our profit (but it can only be spent on scholastic books). e.g., last year, profit was c. 9K, and we took c. 2K in cash and c. \$200 in books. Could have taken c. 4K in scholastic books for last year and this includes high quality bound books that are meant for library distribution.
 - iv. proposal - for December book fair, take profit in Scholastic dollars for Librarian, so she can purchase books for the library, and then \$300 to \$500 for books for teachers and King children who need support in purchasing books

motion to use Scholastic dollars to help fund books for the library :

motion to approve: Suzanne Muenz

seconded by: Sara Zoher

vote: approved, no dissents

- c. Community Action Network - Larissa Sano & Tomomi Kumagai

- i. Thanksgiving gift certificates for our families in need
 - ii. Snowman giving: what is our goal, maybe c. 50 gift cards, Larissa will ask Robyn
 - iii. winter coat fundraiser - by Dec 1st? or a reasonable date? especially for Mitchell Elementary children. clean, gently used, or new
- d. Disability Awareness Coordinator-Pam McGuinty
 - i. Date has been set for this year, this event will be held on March 9, 2016
- e. International Night-Mithu De
 - i. sign ups for group leaders occurred and student sign up is now underway.
 - ii. groups have opportunity to put in proposal for small group short (3 minutes) events, children can participate in up to three events
 - iii. Huron High is not available on original date, so we are looking for an alternate venue
 - iv. 30-January 2016, target date
- f. PTO Thrift Shop Liaison-Sara Schneidewind
 - i. fundraising for "show your support" week, and schools get a proportion of chips (or votes) for the school
 - ii. Previous/Current posters are: Space Camp, Academic Games, Green Team, Community Action. The board is suggesting changing the posters to: Space Camp, Academic Games, Science Olympiad, Green Team/Learning Garden. The reasoning is that these larger groups have chairs that can send out email blast reminders to ask students to go to PTO thrift shop their assigned week. This would potentially increase foot traffic and therefore money to the King PTO. Note that we tend to get the same amount every year, so funding level does not fluctuate much.
 - iii. motion to change categories: Carrie Bora
 - iv. second by: Karin Sletten - Farjo
 - v. vote: all ayes, no dissent
- g. PTO Council Rep- Jen McNamara
 - i. At the PTO Council meeting on 11/16/15, there was discussion about the laws/legislation around open carry and concealed carry gun laws in AAPS. There will be information given to PTO Council reps to take back to their respective PTO and they will ask us **to vote** if we would be in support of backing the school board and Superintendent Swift to ban both open and concealed carry. This vote will take place after the information has been distributed but would need to be completed at or before the next PTO Council meeting in December.
 - ii.
- h. Science Olympiad-Erika Levin, Karin Sletten-Farjo, Pritika Shrivastava
 - i. We are now recruiting coaches for the May 14, 2016 tournament.
 - ii. One event was removed - Puff Mobiles, 2 events were added - Gravity Racers and Back to Nature, and 1 event was modified - Reflections became Photon Phun and expanded to 2-5 rather than 4-5. We are

currently looking for coaches for: Aerodynamics (Grades 2/3), Back to Nature (Grades 4/5), Barge Building (Grade 2), Disease Detectives (Grades 2/3), Estimania (Grades 4/5), Feathered Friends (Grades 2/3), Map Reading (Grades 2-5), Pasta Bridges (Grades 2/3). Circuits and Photon Phun are looking for an assistant coaches.

- iii. usually have between 120-130 children participate, so need coaches for events and to cover this participation level
- iv. go to KingScienceOlympiad@gmail.com to sign up

i. Silent Auction-Karen Saito, Carrie Bora

- i. Team has been meeting to get ready for the Silent Auction
- ii. Would like to purchase Auction Software to help with auction logistics/planning, cost estimate is c. \$1,000 given the size of the auction (inc. online catalogue option). This would replace printed catalogue (which will cost c. \$1,000 estimate from Office Max). This should also streamline donor information input and verification of accuracy. Will also allow for automated check out. And will help with information/data retention from year to year.
- iii. Planning on committee meetings in Dec and Jan- will have special program at next month's meeting.
- iv. Date: 06-May 2016
- v. core team kick off will be in December. initial volunteer list is currently short, so group will be recruiting widely

j. Teacher Appreciation -Pradeepa Rayasam

- i. The dinner on the conference night was a success. A big thanks to the volunteers who have helped out for that.
- ii. The tentative date for all staff appreciation potluck luncheon is **Thursday, December 17th**. Will be sending out the signup by end of next week. Need to figure out location for this - because it would interfere with Chinese.

k. Turkey Trot-Tim Pinto

- i. Turkey Trot takes place on Thursday (11/19). Have notified parents via Mrs. Cooper's newsletter and the PTO eNotes but still looking for a few volunteers in the afternoon.
- ii. donuts secured, still waiting to hear about cider donation from Buschs. May also try Plum Market
- iii. Need a few volunteers in the afternoon

l. Spirit Wear - Ben has new designs to share, one remaining issue - how do we cover flyers to send home with children. need to be done at Office Max. You pay for it with school discount and get reimbursed

m. Math Club update: Registration for Math Kangaroo contest is open. The deadline is December 15.

8. Old Business

- a. Public Relations person - still need someone. Heard from Mike Robbins, who is willing and able to help. Monthly newsletter to be sent out via District newsletter
- 9. New Business
- 10. Meeting Adjournment @ 7:49 pm
 - a. Motion to adjourn: Carrie Bora
 - b. Seconded: Suzanne Muenz