

PTO Meeting Agenda/Minutes

In attendance: Sara Schneidewind; Jen McNamara, Smikha Marwah, Leslie Calhoun, Eric Kennedy, Talisha Sutton, Beth Grzelak-Lee, Sarah Wentzloff, Marguerite Dillard, Tim Pinto, Sara Zocher, Carly Ly, Georgina Beg, Kate Delaney, Mary Cooper, Linda Hagan, Sara Robins, Moushumi Kahn, Suzanne Muenz, Karin Sletten-Farjo, Bhuvana Mathew, Mathew Dew, Larissa Sano

1. Called to order @ 6:37 pm
2. Minutes - Reviewed previous meeting's minutes
 - a. Motion to approve minutes: Jennifer McNamara
 - b. Seconded: Beth Grzelak-Lee
 - c. Vote: all "ayes"
3. Principal Report - Mrs. Cooper
4. Teacher Report - Mrs. Hagan
 - a. Thanks for all of the PTO support
 - b. Reimbursements are due by end of month
5. Treasurer Report - Brian Weisman
 - a. We have an updated budget, and have a better sense of year of end position
 - b. The budget will be uploaded to PTO website
6. Committee Reports
 - a. AAPAC (Parent Advisory Council)- Rochelle Taylor Franklin
 - i. Upcoming Board meeting on June 5th at 7pm at Tappan Middle School. The agenda will be on Project Read.
 - ii. 3rd Annual Big Tent Party at the Top of the Park. This year's party for families of students with special needs is Saturday, June 24th from 5:30 pm until closing time at the Ann Arbor Summer Festival's Top of the Park. RSVP yougerg@gmail.com.
 - iii. Need a parent volunteer to fill this position (as rep for families with students with IEP): Please note I have put together a info sheet for next year's building rep. and is available to assist with the transition.
 - iv. Kate Delaney has volunteered to do this next year
 - b. Academic Games-Vivian Lin
 - i. Vivian has agreed to chair this again; but use a co-chair
 - c. Bagel Friday-Sara Schneidewind, Sara Zocher
 - i. The Last Bagel Friday was last week.
 - ii. Looking for co-chairs for this next year
 - iii. Mrs. Hagan might be able to help with Bagel Fragel pick up, but TBD!
 - d. Bingo Night - Jen McNamara (will chair again)
 - e. Book Fairs-Tomomi Kumagai, Leslie Frey, Lisa Mitchell, Dana Habers
 - i. Have three co-chairs (Leslie, Dana, Lisa (only spring))
 - ii. Would ideally like one or two more helps or co-chairs
 - f. Box Tops-Sara Robins
 - i. Pick up of box tops on Friday

- ii. Sara will chair next year
- g. By Laws Interpretation-Jamie Haberichter
 - i. No report
 - ii. Jamie will chair next year
- h. Communications/Enotes-Kim Burton-Weisman
 - i. Will chair next year
- i. Community Action- Larissa Sano
 - i. No report
 - ii. Larissa will chair next year
- j. Disability Awareness Coordinator-Pam McGuinty
 - i. Katie Baidel will chair next year
- k. Family 5K- Talisha Sutton
 - i. Talisha will chair, but would like someone to help this next year
 - ii. Talisha has put together a summary of what needs to be done
- l. First Day Packets- Sarah Wentzloff, Helen Kaplan
 - i. Helen and Sarah will return as chairs next year
 - ii. NOTE: we will send PTO packets out the second or third week; we would also like to put together more of a reference "manual";
- m. Grade Level Reps -> Classroom Reps: Next year, the PTO plans to have classroom reps to act as a liaison between parents and PTO. This will require more reps, but it will also allow reps to work within their child's classroom. The reps will also help facilitate grade-level engagement/volunteering for certain PTO events.
- n. Grade Level Rep-K- Carly Ly
- o. Grade Level Rep-1st- Jen McNamara
 - i. No Report
- p. Grade Level Rep-2nd-Shikha Marwah
- q. Grade Level Rep-3rd- Shanti Eswaran
- r. Grade Level Rep-4th-Sharon Qi
- s. Grade Level Rep-5th- Anita Shelgikar
- t. Grocery Cards/Amazon Smile
 - i. Shanty will be the chair again next year
- u. Harvest Moon Festival - Carrie Bora, Liz Batteh
 - i. Looking for new co-chairs for next year
 - ii. Liz and Carrie have resources to help new volunteers lead this event
- v. Ice Cream Social- Bing Yang, Monica Jones
 - i. Save the Date - the Ice Cream Social is scheduled for Friday, June 9th, 6-8 pm!!
Cost: \$6 for child's wristband which includes one ticket for ice cream as well as entrance to games and inflatables
 - ii. Additional ice cream tickets are \$4. Ice Cream is from Washtenaw Dairy
Pizza and drinks also available for purchase. (\$2 for pizza slice, \$1 for drinks) *
proceeds support the 4th grade fundraiser for next year's Space camp
Clague Jazz Band & King Garage Band Kids will be performing!
 - iii. **SignUp Genius will be posted end of this week - Volunteers will be critical to the success of this event! We will need to distribute this through PTO enotes and**

Mrs. Cooper's newsletter

Please promote this event - posters will be available next week.

- w. International Night- Marguerite Dillard
 - i. Marguerite has agreed to lead this again
 - ii. Needs parents who will coordinate actual events; work with children on cultural performance
 - iii. Also need parent volunteers to help coordinate/facilitate at event
- x. Landscaping- Marguerite Dillard
 - i. Would like to clean up courtyard areas (maybe with a pre-existing event)?
 - ii. Before school starts, we often need volunteers to help clean up plant beds, etc.
 - iii. Mrs. Hagan would be interested in having her students spend time cleaning this up
- y. Learning Garden-Sara Zocher, Becky Locke, Neha Shah
 - i. Have chairs for next year; but always could need more volunteers
- z. Math Club- Shikha Marwa Fred Korley
 - i. Might need more co-chairs; Shikha
- aa. Enotes and Outdoor Sign-Kim Burton-Weisman
 - i. Kim will do this next year
- bb. PTO Thrift Shop Liaison-Sara Schneidewind
 - i. no report
 - ii. Need a new chair for next year
 - iii. "Easy" job, mostly just involves promoting a King group at the Thrift Shop and making sure that we run their ad in our PTO materials
- cc. PTO Council Rep- Beth Grzelak-Lee
 - i. Parents are always welcome at these events; and the PTOC does provide programming at these events, which can be very interesting for parents and families
- dd. Science Olympiad- Karin Sletten-Farjo, Yong Miao
 - i. Science Olympiad is coming up on June 3. We need to discuss if any changes need to happen with Science Night.
 - ii. Karin and Yong will co-chair this again next year
 - iii. Looking for one other person next year to help with transition when Karin leaves in 2018
 - iv. Science Night wasn't as exciting or engaging this year (perhaps because of efficiency of check-out at Silent Auction). This year, things were quiet by 9 pm. Some ideas include shifting the timing of Science Night, advertising it better (making it clear that Science Night is a separate activity at the Silent Auction); historically these events were separate, but we combined them to bring more people to the auction; does it make sense to keep these events together; do we need to request better experiments for next year; what about how crowded and busy the MPR was during the event; maybe flip-flop science events and music;
- ee. Silent Auction- Carrie Bora, Gayle Green
 - i. Need co-chairs for this event, including software training (to get trained by Carrie)

- ii. Would be helpful to have several volunteers with younger children to help with future auctions
- iii. This event needs a big group to help with event
- iv. Totals for Cash for a Cause portion of auction:
 - 1- Playground \$1328
 - 2- Media Center/ Music/ Literacy \$529
 - (\$263) for music (xylophone)
 - (\$263) for library (not enough for encyclopedias - roll over to next year?)
 - 3- King Learning Garden \$771
 - (including 5 benches with family donations of \$100)
 - 4- Technology \$349
 - 5-Motor/Sensory options in class \$213
 - 6- ELL \$392

- ff. SIT Rep- Tim Pinto
 - i. Next year will include language reps (volunteers) to help be the point person by summarizing material in eNotes, Principal's newsletter, and translating this for families; families can then opt in to receive these summaries in different languages; SIT has identified parent volunteers and will be ready to implement this in the fall
 - ii. SIT is comprised of half parents and half teachers/staff
 - iii. We discussed next year, having SIT share work/goals at a PTO meeting or through a parent-written piece in the newsletter
 - iv. Bridge books will also be offered this year, sold through the front office
- gg. Space Camp - Neha Shah
 - i. See Ms. Shah's space camp blog for updates and photos of activities
 - ii. Sarah W will send out a reminder to 5th grade parents to remind them about the blog
 - iii. Space camp outreach for parent volunteers will occur in the Fall
- hh. Spirit Wear-Ben Ewy
 - i. Ben will co-chair again next year
- ii. Store Certificates
- jj. Student Directory-Sarah Wentzloff
 - i. Sarah will do this again next year; but looking for someone who she can train (might have a volunteer already, TBD)
- kk. Teacher Appreciation - Beth Grzelak-Lee, Marguerite Dillard
 - i. Beth and Marguerite will do this next year;
 - ii. Would be wonderful to have another volunteer next year
- ll. Traffic & Safety - Chien -An Yuan
 - i. Chien will do this next year
 - ii. **Want to recruit volunteers for first week of school, to help develop proper protocol**
 - iii. Still hearing a lot of stories of unsafe drop off behavior; repeat offenders

- iv. Might also need to revisit safety training for safeties (such as safeties should direct pedestrians but not traffic)
- v. Traffic safety information in multiple languages would be very useful to start the year
- mm. Turkey Trot-Tim Pinto, Jamie Haberichter
 - i. Tim and Jamie will co-chair this next year

7. Old Business

- a. Executive Board is also looking to fill positions:
 - i. Brian will return as Treasurer
 - ii. Sara and Jennifer will serve in more co-Presidents
 - iii. Need to have someone fill in Secretary position (flexible in terms of responsibilities, mostly note taking)
- b. PTO Volunteer Fair / Open House - we will plan to have a volunteer fair next year where we will showcase all the work the PTO does and to help recruit parents to volunteer for specific activities
- c. Parent survey: We are also considering a survey to help assess barriers to parents volunteering; for example, how can we make sure we our reaching out to parents whose first language is not English?; could this year's chair break down amount of time needed to volunteer for an event; it can also help to specifically recruit families from diverse backgrounds to encourage them to become chairs or volunteer for events.
- d. Next month we will have a slate of chairs and will vote on it as we wrap up this year

8. New Business

- a. School Modules
 - i. PTO role: note that all decisions were made through school admin and received this information when the general school community received it; the PTO did not receive any advance information about the modules and details about placement, etc;
 - ii. Our PTO has not historically had a liaison to the AAPS School Board, so we do not have a volunteer who is working in this capacity; we could do this in the future, if a parent is willing to do this;
 - iii. AAPS School Board meeting is tomorrow night; several King parents did voice their concerns to the School Board (during April meeting); expressed appreciation to Dawn Linden and others for holding additional meetings related to the module;
 - iv. Raised issue about lack of communication and lack of dialogue about the modules and what the motivation and plans are for the modules; and discussed how/whether PTO should raise this information with the King parents, since it is something that dramatically affects our school community

- v. We noted that there seemed to be common information about the modules that was out there, but that either wasn't discussed at King PTO meetings or adequately distributed to parents
- vi. Also noted, that this issue has been causing pain and rifts within the King community and has resulted in feelings of being judged in terms of voicing a range of parent concerns about the module;
- vii. We discussed how the PTO might serve and provide information that is important to parents, in a way that reflects our mission and our capacity.
- viii. Principal Cooper noted her appreciation of parents and their engagement about their children's education; Principal Cooper welcomed parent's questions and wanted to hear about concerns so we can make sure we are able to meet the needs of the children; she also noted the importance of working together as a community to address these issues;
- ix. **If you want to be part of advisory team for modular units, please email Mrs. Cooper, as this will be important for making a smooth transition**
- x. We also noted that these communication issues seemed to extend to the district PTO Council and perhaps to the district itself; Beth (PTO Council Rep) noted that she (in her position) would like to be more active in asking questions on behalf of King and in encouraging more communication from the PTO Board Rep to the councils
- xi. We also discussed the growth of King over the last 8-10 years, and its impact on class size; we noted that this has created full classes and limited space; Principal Cooper noted that the modular units are a first step in this process and that the utility, need, and function of these units will be evaluated again in the Fall;
- xii. We discussed whether a parent group could form to discuss growth at King, and perhaps to hear what other schools are doing; and to brainstorm what we can do to mitigate (improve) this impact
- xiii. Can we approach the district to discuss the traffic issues at King, which are already bad and will only increase due to the 5%+ bump in enrollment at King.

9. Meeting Adjournment @ 8:15 PM

- a. Motion to adjourn: Beth Grezlak-Lee
- b. Seconded: Leslie Frey