

## 2017 December PTO Meeting Agenda/Minutes

In attendance: Leslie Calhoun Frey, Mary Cooper, Linda Hagan, Karin Sletten-Farjo, Beth Grzelak-Lee, Talisha Sutton- Kennedy, Alfhildur Kristjansdottir, Brian Weisman, Sara Schneidewind, Jen Macnamara, Kate Delaney

1. Called to order @ 6:40pm
2. Minutes - Reviewed previous meeting's minutes
  - a. Motion to approve minutes: Leslie Frey
  - b. Seconded: Suzanne Muenz
  - c. Vote: All Ayes
3. Principal Report - Mrs. Cooper
  - a. First, students are still fully engaged in learning at this time of year. Parents amazed that the kids are still on task - teachers are very intentional and thoughtful in planning. It's a tough time of year with routines changing, but kids are really doing great, even with the holidays approaching. So very exciting to see. Students also loved the Book Fair and thanks to all the volunteers who made that possible. And thanks to PTO for making sure that all of our students received books and worked with Leslie to make sure all children got a book, and including everyone through the snowman drive and thanksgiving donations. There are hard times for families who don't have things and makes me feel good that all of our families are taken care of.
4. Teacher Report - Mrs. Hagan
  - a. Mrs. Burrell wanted to say thank you for all the hard work with the book fair. Also Mr. Clarkson wanted to thank all the book fair work and all the yummy food. Also Mr. Huyck was profusely thankful. And in the 4th grade we went and saw Wonder right before the Thanksgiving break and it was so awesome. We had all read the book. We all came back and talked about the relationship between the book and movie, Venn diagrams etc. Sara S - noted the great connections between Disability Awareness, the movie, etc. Really is getting across that the PTO does EVERYTHING - Mrs. Hagan definitely talks about how much the PTO does.
5. Treasurer Report - Brian Weisman
  - a. Not a whole lot to update on. We have budgeted \$14k for donations from families, similar to what we had last year. Right now we are a little over \$12k. Sara is going to fill out the dry-erase thermometer. Brian did notice that the volume has increased since it was in the newsletter. This month we are submitting our tax return through our new accountant, who is going to charge us less. Prior CPA was quite expensive - new person much more reasonable.
  - b. Right now we are just \$1057 to the positive of break even. This does vary quite a bit with field trips, mini grants, etc. So we are above water now, and will be a bit below at the end of the year.
  - c. Beth asked if Brian is hoping to bring someone on board to transition. There was a gentleman who emailed out of the blue and offered to take up the position next year. We tried to meet, but a family emergency came up and he can't do it any longer. So we are still in need. Sara - We probably needs to start looking now so

that we can have a good transition. Brian - having a partner/someone to work with...really does require two people and this also prevents any issues. Leslie - we have an audit correct? Brian - We have a CPA who is checking the books but not really an audit. Having two people in the position would be helpful. This also helps with picking up checks and dealing with the spiders at the bank, etc. and smoothing the road at the bank. We need someone who is organized with ability to stay on top of things. Sara - In October, PTOC offers treasurer training. Brian - will be around to support as needed in the transition as this is helpful to have someone to ask questions of, etc.

6. Committee Reports

- a. AAPAC (Parent Advisory Council)- Liz Batteh
- b. Academic Games-Vivian Lin
- c. Bagel Friday-Cori Peng and Jas
- d. **Bingo Night - Jen McNamara**  
Date set for Jan. 29th - will attempt to coordinate with Space Camp fundraiser again this year if there is interest. Jen will reach out to Mrs. Vosters to coordinate with Space Camp, etc.
- e. **Book Fairs-, Leslie Frey, Lisa Mitchell, Dana Habers, Gayle Green.** Book fair was last week, and the chairs want to express their appreciation to all of the volunteers. There were a lot of slots open over the weekend, but they did fill up and subs and older siblings even helped out. The total sales were \$11,332.20 (taxable sales, so without tax) - about \$200 more than last year. The fact that we eliminated back orders this year didn't seem to make a difference, but didn't cause any problems. Online orders, about \$200, will come in as scholastic dollars. Popcorn and Raffle \$153 in quarters. For Scholastic, if you take your profits in Scholastic dollars, you basically take 50% of the Fair profit, so we would have \$6200 of scholastic money...we did that in the spring. If we take it in cash, we get about \$2,800. So need to know by end of the week from the PTO. Sara - we talked about it in Executive Committee because we have a bank of Scholastic dollars, we are going to take it in cash. We spent \$346 Scholastic dollars for teacher books and FRL books, so that would put us at teacher's gifts of \$117 per teacher if we just use our current balance, given the allotment for the library already discussed. So if that is inline with what we wanted to do, that's great. If there should be more/less per teacher we should probably decide so that they can have a number to shop with over the holidays, etc. Leslie also noted very grateful to Mrs. Burrell and she really worked hard to use the "preview" books to get kids excited about things at the fair. One note, I was told early on, that Space Camp was different this year, and no one showed up to do popcorn, and I got overwhelmed. So that was an error. Suzanne noted that perhaps it was a communication error on both sides. For spring fair - the dates are March 12-16, thinking about used book sale and planning for that. One chair is away for the spring so another volunteer would be great!
- f. Box Tops-Sara Robins
- g. By Laws Interpretation-Jamie Haberichter

- h. **Classroom Reps** - Still only 1 3rd grade rep so that person may become grade level rep rather than one per classroom. Having a hard time recruiting volunteers.
- i. Communications/Enotes-Kim Burton-Weisman
- j. Community Action- Larissa Sano
- k. **Disability Awareness Coordinator- Katie Baidel**  
The workshop was a success. Teachers and students completed evaluations which will be reviewed for any changes to be considered for next year.
- l. First Day Packets- Sarah Wentzloff, Helen Kaplan
- m. Grocery Cards
- n. Harvest Moon- Renee Tall
- o. Ice Cream Social- Bing Yang, Monica Jones
- p. International Night- Marguerite Dillard
- q. **King Parents Connect - Talisha Sutton, Mou Kahn**  
King Parents Connect is a new parent group where King parents can get together informally to get to know each other, learn about and discuss topics of interest, talk about parenting, and just share their experiences throughout the king community. Some parents have expressed an interest in just connecting with other parents and getting to know more people in our neighborhoods. Other parents are just interested in a space designed specifically for parents to talk to each other. If you are a King parent, we would love to connect with you! So please join us.

Some parents have expressed an interest in establishing a tutoring group with other parents. Each parent would volunteer by tutoring the children in a subject they are good at. Multiple families could work together to provide tutoring in multiple areas, by trading responsibilities and building relationships. If this interests you please contact Mou or Talisha for more information.

Upcoming Meetings. Here is a list of dates and times for KPC Meetings.

Locations will be announced in the newsletters prior to the meeting:

January 13th @ 12pm (Talisha's home)

February 10th @ 3pm

March 3rd @ 6pm

March 31th @ 12pm

April 14th @ 3pm

May 19th @ 6pm

June 9th @ 3pm

If you are interested in more information about this new group at King and plans for upcoming meetings please contact Moushumi Khan (moushumik@hotmail.com) or Talisha Sutton ([talisha.sutton@gmail.com](mailto:talisha.sutton@gmail.com))

Parents have been very interested in getting together without children in settings for intellectual and other conversations and helping parents make connections

within the King community. Also the idea of tutoring and putting together a list of parents who are interested/willing to work together and then the group will connect folks. Other things brought up were the Clague transitions. Sara is going to get out a list of all the transition events for Clague and will make sure it gets to Talisha. Also questions about supporting kids after school with their homework and parents may need support and who to ask. Also just connecting personally, about their own work, etc. Talisha will announce the location the month before. It has been suggested that weekends work better and so meetings have been scheduled accordingly. Hosting will be at family homes.

- r. Landscaping- Marguerite Dillard - WINDOW HAS BEEN FIXED!!!!
- s. Learning Garden-Sara Zocher, Becky Locke, Angela Bullman, Sherry Grant
- t. Math Club- Shikha Marwa Fred Korley
- u. Enotes and Outdoor Sign-Kim Burton-Weisman
- v. PTO Thrift Shop Liaison-Anita Shelgikar
- w. PTO Council Rep- Beth Grzelak-Lee**  
November meeting topic was an in-depth conversation about insurance coverage for school PTOs/PTSOs. The December meeting, scheduled for 12/18/17 at the Balas Bldg at 7:00pm will be about student mental health and some of the things the district is doing to support student mental health at specifically elementary and middle school levels. There will be special speaker. About 20% of students at elementary/middle are experiencing mental health issues, and 50-60% of high schoolers are experiencing anxiety. The public is welcome! We have asked this to be put into the principal newsletter on Friday to help parents/families
- x. Science Olympiad- Karin Sletten-Farjo, Yong Miao**  
Registration is open! Register by Jan 7 to get early registration points. We still need 2 coaches: Map Reading (gr 2-5) and To Infinity (gr 4-5). This affects 10 competition spots - so if they go unfilled, 10 fewer kids can compete. Please consider volunteering! You can set your own practice schedule. A kindergarten mom, who coordinates large science events for the Henry Ford, has volunteered. WESO pushed back, but came to their senses. Had a whole head coaches meeting across all the schools - and many schools are struggling (about half) to get their key volunteers. A few things are helpful: 1) WESO will be hosting an educational night on how to coach in response to people being hesitant to coach because of being unsure. This will be in January. Talisha noted that these were from suggestions they had given earlier this fall (October) and WESO has been very responsive. 2) Open registration has 30 children signed up. Wrote that we needed to volunteers for 2 events, and got 1 for map reading. Need one last coach (to Infinity and Beyond for 4/5) and so now on auto-pilot. Last Wed of January (1/31) is the Coaches meeting. So 14 weeks to prep -
- y. Silent Auction- Suzanne Muenz, Sara Schneidewind.** Had first informal meeting and will really get underway in the New Year. Having someone who wants to do business outreach would be great. Tax receipts are going out this month, with thank yous and requests for future donations.
- y. SIT Rep- Tim Pinto

- z. Space Camp - Sarah Wentzloff  
Suzanne - Adam Baru has very kindly offered to do a fundraiser through his restaurants. Sunday was brunch at Mikette and Wednesday ALL day lunch and dinner at Isalita or Mani...that will go to the scholarship fund to help support families with needs. In addition, Mrs. Vosters is doing the fundraising for the wrist bands...these are distinct. Students raise money for the wrist bands and that is equally split amongst the bands. PTO supports the fundraising for the scholarship. 5% for brunch, 10% for Wednesday.
- aa. Spirit Wear-Ben Ewy
- bb. Student Directory-Sarah Wentzloff
- cc. **Teacher Appreciation - Beth Grzelak-Lee,**  
We want to do something the week of December 18th to help our teachers remain festive and ready for the holidays, but need some inexpensive, fun ideas. Please contact Beth Grzelak-Lee at bgrzelak@gmail.com or (734) 945-6519 if you have any ideas. Thanks! Linda noted that Mary and Jamar are making pancakes for the teachers on 12/22...and PTO could participate.
- dd. Traffic & Safety -
- ee. Theatrical Play - Ying Liu
- ff. Turkey Trot-Tim Pinto, Jamie Haberichter

7. Old Business

8. New Business

Karen re PTO Storage: Is the storage room accessible after hours? Sara: Yes. Could we put rockets, and scales, etc in the PTO store room. The room has no lock. So open and accessible when school is open. Just make sure things are labeled. Only issue is there may be crazy things in there on and off making it hard to access other materials. Much better this year, but may have to move materials. Also have quite a few materials from other events, etc.

9. Meeting Adjournment @ 7:34

- a. Motion to adjourn: Karin
- b. Seconded: Linda