

March 12, 2018 - PTO Meeting Agenda/Minutes

In attendance: Jen McNamara, Kate Delaney, Alfi Kristjansdottir, Liz Batteh, Brian Weisman, Larissa Sano, Cori Peng, Leslie Calhoun, Carly Ly, Beth Grzelak-Lee, Mary Cooper, Taneaia Giles, Marguerite Dillard, Suzanne Muenz.

1. Called to order @ 6:35
2. Minutes - Reviewed previous meeting's minutes
 - a. Motion to approve minutes: Alfie
 - b. Seconded: Carly
 - c. Vote: All ayes
3. Principal Report - Mrs. Cooper
 - a. Mrs. Cooper reported working on safety in every way, including thinking about inclusion, reaching out, the national walkout and how to support parents and children wanting to participate. 4th and 5th graders will be at the Symphony at that time. From the staff's lens want to make sure each child feels included and that everyone is showing care and kindness and that that is one factor to focus on and to know that the district is also going back and looking at policies and practices and how to proceed. Encouraged to look at Dr. Swift's email on Friday - very intentional about all the things that are being done at school and at the district. So thank you for the trust that you place in us. Ms. Giles, the new VP, is here to introduce herself. Gave an overview of her family, background (work and degree history) and path to school leadership. Welcome!!
4. Teacher Report - Mrs. Hagan - report given by Mrs. Cooper. The teachers loved the snacks and everyone is really looking forward to book fair week, and the joy of international night and the joy expressed in the children's performances was wonderful. So many thanks for that.
5. Treasurer Report - Brian Weisman - Got a thank you card today from Lindsey Polawski for use with ELL students. And from Nadia Peterson, a student, thanking PTO for support. We are now at just over \$16k in fundraising in just general dollars given, with the hope that all families will contribute what they can. So that is the number two fundraiser behind Silent Auction. Since our goal was \$14k, this was great to see. Silent Auction is still the big fundraiser. Hoping to get about \$30k from that, which is important because while we were even at the last meeting we are now down \$8k as teachers put in their expenses, etc. All of which were planned for, but monies are up and down. So now we are waiting for Silent Auction and Book Fair to kick in. Also doing the money collecting and check writing for Space Camp. Just sent final checks for camp and paid for buses. Brian anticipates that we will continue building the debt until Silent Auction, Friday, April 13. Brian describes his escapades getting bagel friday monies!
6. Committee Reports
 - a. **AAPAC (Parent Advisory Council)** - Liz Batteh - Posted information on AAPAC summer camp fair on March 5 in eNotes.
 - b. Academic Games-Vivian Lin
 - c. Bagel Friday-Cori Peng and Jas - will be this Friday in conjunction with Book Fair.

- d. Bingo Night - Jen McNamara
- e. **Book Fairs** -, Leslie Frey, Lisa Mitchell, Dana Habers, Gayle Green - Book fair is this week. 3/12 morning setup, 3/13 morning teacher only preview, afternoon student previews. 3/14 previews during school. Sales open 3/14 from 4-5:30. 3/15 in-school sale and after school sale from 4-6. 3/16 bagel friday sales. Used book fair update: we have fewer books than previous years. We are hopeful that more books stay within the King community than are donated post-fair. We encourage parents connected with charities or the like to help themselves during the fair- the price can't be beat! Also post-fair, we welcome teachers and the library to take what they can use in classrooms. In future, we need more space for sorting used books. We have not had the space to have more than one person sort at a time. Finally, I would recommend better communications with teachers on field trips and the like in the future. Tomorrow morning (3/13) will be the teacher preview...with coffee, and the request slips. There have been many more teacher scheduling changes this year to accommodate needs, etc. So maybe need to remind teachers to plan around - but some field trips they don't get much wiggle room. We have about 2500 used books (in past 5000 and we've donated thousands). We will invite teachers to fill up and take books. And we are hoping to keep a lot of the high quality books in the school. Question about donating some books to Green Baxter, and Gayle is looking into other sites. Mostly need groups that will be able to help pick up. Also in past we have donated to Mitchell Elementary. Mrs. Cooper can send a reminder email for volunteers. Last bit of feedback: the PTO room is really difficult to work in, so we may want to consider doing something different because really could only have one person sorting at a time with very little room. And then other people use the space, and things get jumbled. So very frustrating. The PTO room is a corner of a shared space, and it is shared with instructional texts, etc. It has gotten tighter as other space needs to be utilized. So coming up with a solution this year would be helpful...
- f. Box Tops-Sara Robins
- g. By Laws Interpretation-Jamie Haberichter
- h. Communications/Enotes-Kim Burton-Weisman
- i. Community Action- Larissa Sano
- j. Disability Awareness Coordinator- Katie Baidel
- k. First Day Packets- Sarah Wentzloff, Helen Kaplan
- l. Grocery Cards
- m. Harvest Moon- Renee Tall
- n. Ice Cream Social- Bing Yang, Monica Jones
- o. **International Night** - Marguerite Dillard - how lucky are we to be part of King Elementary community and this group of parents! the evening was wonderful! i warmly look forward to next year's edition of International Night ! ... **NOTA BENE:** the DVD orders will be fulfilled as soon as possible: i thank you for your patience ... Kindly, m. Would like to bring up the idea of volunteer background checks, given concerns raised at the PTOC meeting this last month.

- p. King Parents Connect - Talisha Sutton, Mou Kahn
- q. **Landscaping** - Marguerite Dillard - please remind everyone the current status: *
*looking for funding to renew our inner gardens with native plants requiring the
least maintenance possible ; * possibility to merge with the school's vegetable
garden for our children; * looking for the next volunteer ; * spring is coming :) so
look out for a sign-up genius :) end of march :). Dan Beard will take on the chair-
ship of this committee. We will check in with Dan regarding what his plan is for
the space.
- r. **Learning Garden** - Sara Zocher, Becky Locke, Angela Bullman, Sherry Grant -
King Learning Garden planning for the upcoming growing and learning season
has started! Potential Spring Family Garden Work Day April 22, 2018 (Earth Day)
1-4pm. The first week of April classes will start coming to the garden to plant and
prep. We have submitted 2 grant proposals to continue to support our garden
and to expand our curriculum guided learning plan with students. KLG committee
members will be planning on attending a garden workshop in April called
"Sustaining a School Garden".
- s. Math Club- Shikha Marwa Fred Korley
- t. Enotes and Outdoor Sign-Kim Burton-Weisman
- u. PTO Thrift Shop Liaison-Anita Shelgikar
- v. **PTO Council Rep** - Beth Grzelak-Lee - Thanks to Marguerite Dillard and Jen
McNamara who attended on behalf of King. Jen to give brief update - attended
the meeting for February, and a brief update. Two main topics, but mostly safety
focused. After the school shooting was inundated with emails from parents, and
there were so many that she could not individually respond. Sent a broader
response last friday. The majority of the time was spent talking about school
safety - so recommends going back to read that. The second issue raised was
the idea of volunteer background check and that the district is going to go and
look at that policy and evaluate that with principals, and revise if needed. Current
policy is that if there is a district employee in a space, no background check is
required. Does the employee need to be with the parent? They are working on
creating a clarifying statement, etc.
- w. **Science Olympiad** - Karin Sletten-Farjo, Yong Miao - "Practices have begun.
after school hours and in the evening, the school is filled with parents and over
130 children practicing sciences in all classrooms. A special thank you to the
teachers trusting that we use their classroom with respect. we are grateful and
look forward to sharing a love of science with the children." WESO form is due for
all children this coming week, and the t-shirts are being ordered. Orders close
April 12. Saturday, May 12 is Science Olympiad.
- x. **Silent Auction** - Sara Schneidewind, Suzanne Muenz & Carrie Bora - The
auction is just one month away and planning is well underway. We still need
lots of help and are still seeking donations. Family donations make up half of
our auction revenue and we still have a long way to go to reach our donation
goals. Consider donating and encouraging others to donate. We hope to
receive all the donations before spring break so we have time to catalog them

all. We started sending out auction emails and will probably be doing this weekly until the auction. They are packed with lots of info about donating and volunteering. Our Sign up Genius for the night of volunteers should be out by the end of this week. Carrie is hosting a tech team "lunch and learn" on Sunday for volunteers to learn auction night software tasks. Having volunteers who are familiar with the software is key for helping our evening run smoothly! Vice Principal Giles has already been hit up for an ice cream party with Principa Cooper. There will be a lot of pre-purchasing online and that will be encouraged. Need to find someone to provide music (hopefully free) to entertain the kids while things are wrapping up.

- y. SIT Rep - Tim Pinto
- z. Space Camp - Sarah Wentzloff
- aa. Spirit Wear - Ben Ewy
- bb. Student Directory - Sarah Wentzloff
- cc. **Teacher Appreciation** - Beth Grzelak-Lee - Teachers seemed to really like the Trail Mix bar. Have enough leftover donations to probably do this twice more. Suggestions for when? Maybe one during Teacher Appreciation Week.
- dd. **Traffic & Safety** - As a parent group, we have been made aware of a number of safety incidents during drop off and pickup in recent months. The increase in incidents appears to correlate with the timing of when Mr Humphrey left King. We have reached out to district administrators to clarify our policy on traffic drop off and pickup safety at other schools. We would like clarification on this, and would like to see daily, consistent enforcement at King. We are currently awaiting a meeting for more clarification. We would like to begin working with our schools new AP to ensure student safety at pickup and drop off. Especially at the beginning and end of the day, when there is a visible presence, things go much more smoothly. The fourth bus has relieved some congestion, but there has been some issues with the reliability. When Mr. Humphrey left, we have had some gaps and some incidents that were followed up on by Mrs. Cooper. Crosswalk at the pullout is not considered safe by the police. Have asked Liz Margolis to come out and meet and believe that she has a responsibility to come up with a plan. We want to build a sense of a community and that we are all in this together and so everyone needs to drive slowly and move slowly. Having parents report license plate numbers to Mrs. Cooper allows her to reach out and make contact with those persons. Need a chain or cones for the service drive, and/or a sign that marks as only for service/handicapped vehicles. The PTO would like a "heads up" on any issues with busing (which Liz Batteh is working on with several representatives for the district). Mary did talk with Ken Bower regarding the bus issues...the route is not yet "official" with a dedicated loop, but will be next year...in the meantime we need the consistency with the elementary age group. Jennifer had an idea about potentially making fliers - in multiple languages that we can put on windshields. Also, send out a reminder in eNotes of when the committee meets.
- ee. Theatrical Play - Ying Liu

- ff. Turkey Trot-Tim Pinto, Jamie Haberichter
- 7. Old Business
- 8. New Business
 - a. none
- 9. Meeting Adjournment @7:47
 - a. Motion to adjourn: Suzanne
 - b. Seconded:Liz