

**Coleman School PTO Meeting**  
**Monday, March 3, 2025**  
**6:00– 7:00 p.m. via Zoom**

**MINUTES**

1. Welcome and Introductions - Tracy (5 min)

Welcome and thanks for being here!

Save the Date: Monday, April 14th. April's PTO meeting will be in-person and will include an update from Tim Ryan on campus construction and next phase of construction. We will also be hosting a Parent Ed session

Join the PTO Exec Team for next school year!

We specifically need someone to fill the Secretary role on the Executive Board. Anne Levenson is currently in this role but is planning to transition to a different role on the PTO Exec Board so we're looking to fill the Secretary role. If you have questions or may be interested in this role or joining the Exec Board in a different role, please contact Anne and Traci (or anyone else on the Exec Board...Melinda, Amber, Karina, Andrea, Liz, Nancy).

2. Approve January and February PTO Meeting Minutes - Anne (3 min)

January PTO Meeting Minutes (not approved during February PTO Meeting)

Motion to approve: Stacey

Second: Glenn

Approved with 23 people on zoom

February PTO Meeting Minutes

Motion to approve: Stacey

Second: Alex

Approved with 23 people on zoom

3. Community Network Update - Stacey (2 min)

Sharing deep gratitude to our amazing Coleman community. Thank you to those who donated or shared the GoFundMe campaign to support Angel and his family. We were able to quickly meet and exceed the financial goal. Angel's family is very grateful for this incredible support from the Coleman community.

4. Upcoming PTO Events - Amber/Melinda (5 min)

- **Walk and Roll to School** - Wednesday, 3/5 before school
- **Principal's Coffee Chat** - Thursday, 3/6 at 8:05am in the Coleman Library
- **Mom's Night Out** (adults only, tickets available in advance or at the door) - this Thursday 3/6 from 6:30-9:30pm at Ground Floor Club on 4th street in San Rafael
- **Dine and Donate** - Monday 3/10 11:00am - 8:30pm at Gotts in Bon Air Center
- **Author Visit** and slime making activity (students + families) - Mae Respicio, author of How to Win a Slime War - Thursday 3/20 from 4:00 - 5:00 pm at Coleman

- **Save the Date for Coleman Corn Hole Tournament** - Saturday, May 10th (adults only, fundraising event)

#### 5. Youth in Arts - Morgan (3 min)

- Youth in Arts Open House this Thursday 3/6 5:30-7:30pm at 917 C Street

If you aren't an expert at what Youth in Arts is, what they do, how and why they do what they do, then this is an event you should attend!

Attend the Youth in Arts Open House Creative Community Forum. Come learn more about Youth in Arts and experience first-hand what Youth in Arts programming is. This event is intended for parents (adults). The event is free to attend, there will be light snacks and beverages available.

Stop by and check it out before you head to Mom's Night Out at Ground Floor on 4th street.

#### 6. Principal's Report - Alex Peck (25 min)

iReady testing is currently taking place. Your students are probably coming home from school very exhausted because test taking is exhausting.

Conference week: March 17-21. No School on Monday, March 17. Minimum day release Tuesday-Friday.

Conferences are a great opportunity to check in with your student's teacher to understand how your child is doing at school and how they're tracking towards end of year grade level standards. This is an opportunity for you to understand how you can best support your student. Ask your teacher about your student's strengths and opportunities for improvement. Also ask your teacher how your student is doing socially (on the playground, in PE, in the classroom) in addition to academically.

LPAC (State testing for K-5 English Language Learners) will be taking place later in March. As a school, we did really well and saw significant growth from the prior year. We're hoping to see additional growth this year.

SBAC State testing for grades 3-5 will be happening in May.

At the end of March we celebrate students district wide who are re-classified as English Language Learners.

5th Graders will go to Walker Creek for outdoor education (3 nights/4 days). Coleman is attending with Sun Valley and Laurel Dell. This is consistently a highlight of the elementary school experience.

Today, at school a student had a medical emergency and had to be transported to the hospital via ambulance. We believe a student had a seizure during lunch. Staff did a great job managing the situation, helping the student with the medical need and also the students around them to keep everyone safe and reduce fears. Staff contacted 911 and the student's family simultaneously. The student is undergoing additional testing but is out of crisis.

Word of the Week and Rainbow Positives give us an opportunity to have a shared language that is appropriate and applicable across our entire TK-5th school. The words of the week support the Social Emotional learning teachers are already doing in their classrooms. Kassy has created examples of what each Word of the Week looks like in action for each grade level. Teachers have 5 Rainbow Positives available to hand out for each word of the week. On Wednesdays, Student Council randomly selects 5 rainbow positives out of a basket to celebrate students and expand the social emotional learning at school through Word of the Week.

Shout out to Matt Steiner and the Dad's Group who did a Coleman Campus Cleanup and Landscaping over the weekend!

#### 7. Green Team Week - Laura (2 min)

Last year, Coleman earned a Bronze designation for Zero Waist, this year we are trying to achieve Silver designation.

First annual Coleman Green Week: March 24-28! Activities will take place during school hours. Be on the lookout for additional information on the Green Week activities and opportunities to volunteer and help out.

If you have cardboard egg cartons you can donate, please drop them off at the office before March 21.

#### 8. Open Forum/Questions (15 min)

Do you have a son who loves to sing? The San Francisco Boys Chorus (with includes 2 Coleman 5th graders) is currently recruiting. Checkout more information [here](#).

Question: Does the Library have a Wish List? The Coleman Jrs Group (no longer Brownies) is looking for a service project and they're most interested in helping/working on a project for the Library.

Answer: That sounds awesome. Check in with Ms Soss about potential projects and ways to help.

Announcement: Day of Action to support Public Schools on Tuesday, March 4th from 4-6pm. Join us on the pedestrian overpass near Coleman and show our support for Public Schools and our kids. Stand up and stay for as long as you can to educate the public about the real consequences of dismantling the US Department of Education. Signs will be provided or make your own.

#### 9. Fundraising update (agenda item added during the meeting):

We will be doing a See's Candy fundraiser before Easter.

Be on the lookout, PTO will be sending out information in the coming weeks so you know how to buy and how to sell See's Candy to earn money for Coleman PTO. (don't buy your Easter candy yet - wait to buy it from See's and Support Coleman)

#### 10. Spring into Reading - Conference Week (agenda item added during the meeting)

There will be fun activities available for students during snunch. Be on the lookout for information from Ms Soss and opportunities to help out!

Looking for a volunteer to help with a "Favorite Books" student photo activity. Anne volunteered and is looking for someone to volunteer with her.

**Reminders:**

No School Monday, March 17 (Conference Day)

Conference Week, Minimum schedule (11:50 am release) Tuesday, March 18 - Friday, March 21

No School Monday, April 7 - Friday, April 4th for Spring Break

**Next PTO Meeting: Monday, April 14th in person at Coleman!**