

Coleman School PTO Meeting
Monday, October 7, 2024
6:00– 7:00 p.m. via Zoom

MINUTES

1. Welcome and Introductions - Tracy Peck (5 min)

2. Approve September PTO Meeting Minutes - Anne Levenson (2 min)

Motion to approve: Crystal Bush

Motion seconded: Amber Cameron

Approved with 33 people on zoom

3. Tiger Fund Month Results - Liz Hall (7 minutes)

- Pizza and Popsicle Party Winner (grade with highest participation percentage)
 - TK and Kindergarten grades tied for highest participation in Tiger Fund donations, both grades will enjoy a pizza and popsicle party!! (Trying to coordinate TK classroom from Short school to join TK classroom from Coleman for their Party)
- Total Tiger Fund Donations:
 - \$52,684 raised through September 30 (over \$9,000 was raised via corporate matching donations!)
 - 45.7% overall school participation across all grades (this is slightly higher than previous years - yay! - but still want to increase overall participation)
 - Overall goal is to raise \$100K via Tiger Fund Donations - we are halfway there, let's keep it going!
- MugsyClicks Raffle Winners - winners will be picked this week and communicated next week.

4. Revisions to PTO Budget - Tracy Peck (5 minutes)

Per PTO bylaws, when expenses deviate from the approved budget by more than \$2500, the PTO must be made aware during the PTO Meeting.

- Coleman Branded Merchandise - increase of \$2900 in upfront Branded Merchandise costs to purchase new Coleman Merchandise that will be on sale throughout the year
- Library Renovations - increase of \$3900 in costs (original budget was \$10K, actual costs are just under \$14K) for new library bookcases and furniture. The Site Budget and Tiger Club are also contributing to costs for new furniture in the library since this is a shared space.
- No questions or concerns raised from PTO attendees during this meeting.

5. Coleman Community Network: Halloween Costume Collection & Distribution - Stacey Farrell (3 minutes). Thank you to those of you who have donated costumes, we have a good starting of costumes donated but we can still use some more so please continue to bring gently used costumes to donate before this Friday, October 11.

- Donations - drop off at Coleman Front Office by Friday 10/11
- Distribution (adults only) - at Coleman on Thursday 10/17 at 8:00am

6. Upcoming PTO Events - Amber/Melinda (13 minutes)

- **Dine and Donate - Tuesday 10/8** at Big Rock Cafe from 4:00 - 8:00 pm
- **Coleman Dad's Group Meeting - Thursday 10/10** at Pond Farm at 7:00 pm
- **Book Fair - Monday 10/14 - Friday 10/18**
 - Open for shopping all day on Monday in the library during Teacher Conferences (students may check out the Book Fair while their caregiver is in their Teacher conference)
 - Open for shopping before school, during snunch, after school Tuesday 10/15 - Friday 10/18
 - Shop ONLINE if you can't attend in-person (or just want to buy even more books!)
 - Volunteer signup is integrated into the Parent Square message! Please sign up to help at the Book Fair via Parent Square - it's SO MUCH FUN!
 - Donate to the Tiger Book Fund to help us ensure every student is able to get a book from the Book Fair regardless of their financial circumstances - every \$10 donated buys a book for a Coleman student (communications coming out this week about how to donate)
- **Stellar Book Party - Tuesday 10/15** from 5:00 - 6:30 pm
 - Shop the Book Fair in the Library
 - Fun crafts and activities (free!)
 - Dinner from Los Moles available for purchase
 - 5th Grade Bake Sale
- **Trunk or Treat - Friday 10/18** from 5:00 - 8:00 pm at Coleman
 - Music, Fun, Food. Costumes optional! No admission fee to attend.
 - Fun activities (face painting, games, crafts, ect). Yummy food (Dad's Group Grill, Kona Ice Truck, and more). Purchase tickets to participate in activities and buy food.
 - Purchase an exclusive spot to decorate your trunk (or a table) with fun decorations and hand out goodies. 11 spots sold already, only 14 spots left! You can buy a spot for yourself or sponsor a spot and Melinda will find a family or staff member to use your sponsored spot.



- Sign up to Volunteer! (sign up via Parent Square)

7. Principal's Report - Alex Peck (15 minutes)

Lots of great things happening on campus last month:

- Hispanic Heritage Month Celebrations on Campus was a huge success, thank you families and staff for volunteering to support these events and for joining the community celebration! It was a really special community event.
- United Against Hate Week - this year activities were spread across two weeks instead of just one week. Classroom activities, lunchtime activities, all school activities.
- Mr Giao retired - students, families, and school and district administrators celebrated Mr Giao with speeches, signs, cards, gifts. It was a very special celebration.

- Welcome Mr Estuardo, our new custodian. He comes from Bahia Vista and has experience launching and supporting Zero Waste efforts that he is already implementing at Coleman. He is a great addition to the Coleman staff.

Coming up next:

- Student Council elections are underway, 3rd-5th graders participate as candidates and casting ballots. There are 32 candidates running for Student Council positions. Student Council runs the Wednesday morning meetings and offers opportunities for students to impact change at Coleman. Election results will be announced over the intercom Tuesday afternoon. Peaceful transfer of power will take place on Wednesday during Morning Message.
- Family/Teacher Conference Week: 10/14-10/18. No school on Monday 10/14, minimum day (early release at 11:50 am) Tuesday 10/15 - Friday 10/18. Questions you can ask your teacher during your conference:
 - State testing and iReady testing results (these are important indicators)
 - What are the units they're learning about, how can I engage with my student by asking questions and having discussions about what they're learning at school?
 - How is my student doing socially/emotionally at school, how are they interacting with others?
 - Are there things I can do to support my student differently?
 - Think about and share with your teacher what your hopes and dreams are for your student for this year and the future.
- School Site Council meeting on Monday, October 21st at 5:00 pm via Zoom (check out the Coleman Family Calendar for the zoom link to join the meeting)
 - Discuss School Site Budget (district budget)
 - Input and feedback on writing the School Plan for student achievement
 - Aligning Title 1 federal funding with 4 school goals
- ELAC (English Language Advisory Committee) meeting on Thursday, October 24th at 6:00 pm via Zoom (check out the Coleman Family Calendar for the zoom link to join the meeting)
 - Discussion takes place in Spanish
 - Focus is on language development at school
 - Write goals focused on English Language Learners for SPSA (School Plan for Student Achievement)
 - Discuss state testing for English Language learners (which is different from what non-English Language learners state testing)
- Intentionality of this year's Master Schedule
 - Scheduled Specials (PE, Art, Music, Dance, Library, STEM) intentionally to allow Tier 2 instruction (small group instruction) across grade levels which increases opportunities for students to receive appropriate instruction according to their iReady assessments. Currently implemented with 3-5th grades.
 - Unfortunately due to construction and reduced space for recess, the Master Schedule may need to be adjusted to accommodate staggered recess times across grades which may impact the ability to continue and/or expand the planned Tier 2 instruction across grade levels.
- Attendance: Currently, Coleman is averaging 96.39% attendance which is an increase from last year, but is still lower than where we should be and where we need to be. We're aiming to have 98% attendance. Every 1% of attendance increases or decreases state funding the District receives by approximately \$500k annually!

- Please send students to school on Halloween even if your family doesn't celebrate Halloween. All parties and parades will take place towards the end of the day and alternate activities will be available for students who don't participate in Halloween. Communicate with your teacher in advance if your student should participate in an alternative activity on 10/31.
- Construction Update: Phase 1 (TK classrooms, additional Flexible classroom, Blacktop) and Phase 2 (Kindergarten playground, HVAC, Sound proofing in MPR, Electronic Marquee Sign) should be completed before August 2025.

8. Open Forum/Questions (10 minutes)

Question (Corinne): When people participate in PTO events and fundraisers (including Branded Merch) throughout the year, do these count as Tiger Fund donations?

Answer (Tracy): No, Tiger Fund and PTO Events and Fundraisers are tracked separately. Participating in PTO Events and Fundraisers do help us meet our overall annual fundraising goals and it's a fun and important way to support Coleman and fund PTO initiatives.

Answer (Melinda): When we speak about participation for Tiger Fund, it is specific to donations to the Tiger Fund. Ideally, we would like everyone to donate the full per child donation to the Tiger Fund but we understand that isn't always possible so we welcome any amount donated to the Tiger Fund to count towards our fundraising goals and overall participation percentage. We realize families make additional donations by participating in the PTO Events and Fundraisers, but we are hoping families will make a donation of any amount to the Tiger Fund and help us reach our highest participation rates yet.

Question (Corinne): What is the plan for the Field? Both immediately and for the future?

Answer (Alex): The original goal was to have Turf installed but there isn't enough Bond money leftover after Phase 1 construction to cover the costs for Turf. We will likely reseed new grass. We are supposed to close the field from November - February (we don't usually due to needing the space for kids to play during recess and PE). We are exploring using Dominican University facilities (parking lot and/or turf field) in the short term.

Comments (Melinda): Would having yoga or gymnastics mats be a helpful solution to minimize the amount of time students spend in the dirt during PE (planking on the dirt)? Volunteers - if you want to help fundraise/donate/or volunteer to help reseed the field, let us know!

Comments (Tracy): There are potential grant opportunities to help fund some of these initiatives but Grant writing does take time and expertise. If anyone has an interest or availability to help write Grants, please let us know!

Announcement (Tracy): Grade Reps, please stay on this call for a few minutes after the meeting ends to discuss more about Trunk or Treat games, activities, and requirements.

Reminders:

No School Monday 10/14

Minimum days, early release @ 11:50 am Tuesday 10/15 - Friday 10/18

Next PTO Meeting: Monday, November 4th on Zoom