

**MINUTES OF COLEMAN ELEMENTARY  
PTO BOARD MEETING  
September 23, 2013**

*PTO Officers/Managers in attendance were:* Scott Carson, Bridget Radachy, Michelene Moyaedi, Jenny Keane, C.J. Healy, Diane Woodall, Tanya Burdick, Jeannie Williams, Kajsa Murphy, Lisa Dawson, Jen Fernandez, Allison Morgan, Amie Reed, Abby Pledger, Alee Nicandri, Lynn Stein, Elaine Earvin

*PTO Officers/Managers Absent:* Julie Luria, Becky Ordin

*Guests:* Devon Marvel

**Call to Order:** Bridget Radachy called the meeting to order at 3:40 pm.

**Minutes: PTO Board and General Meetings**

- Minutes from 8/28/2013 PTO Board Meeting APPROVED
- Minutes from 8/30/2013 PTO Association Meeting APPROVED

**Principal's Report (Scott)**

- Site Council reporting – data showing test scores dropping
  - 5<sup>th</sup> level of CELDT students – District pushed to redesignate kids into mainstream
  - We have more newcomers students who have been assigned to Coleman (11 currently at Coleman)
  - English-speaking kids scores were stable or even higher
  - Nothing between general education and special education. What do we do with the kids in the middle who are not qualifying for special ed? Tier 2 interventions needed to support this group. Requires resources. Scott is working on finding money in the budget to pay for some part time educators to work with these students.
  - Trying to locate curricular material that are in both languages
    - Increasing books in the library that are in Spanish, probably as a separate section

**Treasurer's Report (Jenny)**

- Checks to ratify from IF 2013, RATIFIED
- \$94 in Recycling so far (Thanks Chris)
- Spiritwear in the red \$1,400+
- United Markets have earned \$1,300 since July 1, 2013
- \$399 in eScrip
- \$874 saved in Sunshade Fund

**PTO Events (Jeannie)**

- We need big time Coleman volunteers for Summerfest.
  - Need to continue to send out volunteer sign-ups all week
  - Coleman kids are singing at 11:10 am
- Book Fair & Beatnik Coffee House on track

**PTO Fundraising (Michelene)**

- MFD Update (Julie): \$26,000 (\$35,000 last year) from Jump Start Day
  - 16% (down 10% from last year)
  - Reinforcement by teachers to ask at Parent/Teacher conferences to get parents to donate to MFD
- Tomatina was a great night – use the card and swipe – 5% back to Coleman. Thursdays kids eat free!
- Gaspares & Book Passage is also donating – just mention at checkout.
  - Paradise foods will also do it – we need to register

- Matt & Jeff's Car Wash discussion – need to take pre-orders and buy the vouchers
  - Wait until spring?
- Big Kudos to Mich and Eric Moayed for their Dine al Fresco that raised \$1500 in one night! IF Auction item!

### **Guest Parent (Devon)**

- Kindergarten recess area concerns
  - Issues: Shade, space for kids to run, space to be quiet
  - Potential Dad's Club project? Make grass by library available for kindergarteners.
  - K Play Yard is designed for 60, and there are 72 Kindergarteners now (24/class)
  - Diane had an idea about growing a plant-based shade – Heather Green is a nearby parent gardener who might have some ideas for growing shade.

### **Green Team Update (Tanya)**

- General Meeting on Wednesday night at 637 Lindero (Garrett's office)
- Looking for new members!
- International walk & roll day is October 9<sup>th</sup>
- National Food Day – Farmer's Market – October 24<sup>th</sup>
- Campus work day – November 16<sup>th</sup>
- Sloat Garden Center Card – Starting Sept. 28<sup>th</sup> – 10% back to Coleman on any purchase!
- Composting – Thank you to Mr. Carson for your support. Still working out the bugs ☺
- Trying to teach kids to be better stewards about their trash.

### **Dad's Club (Bridget/Kevin)**

- Golf Tournament, Peacock Gap
  - 22 People registered, 3 sponsors – need more
  - Friday, October 11<sup>th</sup> 1 pm
  - Lunch & heavy appetizers
  - We need Kindergarten Dads to volunteer & play! More women!
- Rob Lamb found out that any non-profit can run and make the profit at the beer tent at the Marin County Fair. He has his feelers out!

### **SSC (Tanya)**

- Covered by Scott in Principal's Update

### **PTO Business:**

- 2013-14 Board Positions
  - Heads Up Liaison – FILLED – 'New' Michelle from Boston
  - Grant Researcher – FILLED – Amie Reed
- Shade Structure
  - Architect is going to cost \$3,000
  - Manufacturing cost \$15,000
  - Installation cost : unknown
- Campus Improvements :
  - Need to get some volunteers to come and do some more painting on the blacktop – need a new hopscotch and four square.
  - We have a giant map of the United States that will go in front of 5<sup>th</sup> grade.
  - Targets on ball walls.
  - Stencils for parking spaces.
    - PICNIC PAINTING PARTY OCT. 16<sup>th</sup>
- Our accountant wants us to add some items to our Bylaws: APPROVED
  - Whistle blower policy
  - Record Retention and Document Destruction Policy
  - Conflict of Interest Policy

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- Teacher Lunches by grade level, starting with 5<sup>th</sup> grade and working backwards
  - October, 5<sup>th</sup> Grade
  - November, 4<sup>th</sup> Grade
  - December, Scott Carson
  - January, 3<sup>rd</sup> Grade
  - February, 2<sup>nd</sup> Grade
  - March, 1<sup>st</sup> Grade
  - April, Kindergarten
  - May – Teacher Appreciation Month – ALL

Thank you Lisa Steffen for snacks today!

Diane Woodall bringing snacks next meeting, October 28<sup>th</sup> d

**The meeting was adjourned at 4:45 PM**

**C.J. Healy, Recording Secretary**