

Coleman School PTO Board Meeting
Monday January 11, 20016
Draft

Roll Call:
<i>PTO Officers/Managers in attendance were:</i> Michelene Moyedi, Scott Carson, Jenny Keane, Jeannie Willams, Aimee Reed, Lauren Ng, Marybeth Seedall, Kelly Burr, Susan Mayost, Dan Sonnet, Sarah Sonnet, Sian Killingsworth, Todd Judd, Tori Berghoff, Katie O'Donnell, Shae Atkinson, Bridget Radachy,
<i>PTO Officers/Managers Absent:</i> Jen Labovich, Bryan Bates, Michelle Klopp, Vita Johannson, Tami Nygaard, Soccoro Herrera, Leslie Piper, Rebecca Harris, Janifer Chan, C.J. Healy, Diane Woodall, Jen Fernandez, Lynn Stein, Heather Greene, Kim Locke, Jennifer Douglas, Patricia Diaz, Marissa Judd, Rebecca Alexis

Call to Order: Michelene Moayedi called the meeting to order at 3:30 pm.

PTO Board and General Board Minutes 11/16/15:

- **Approved**, Michelene Moyedi, Scott Carson, Katie O'Donell

1. Principal's report – Scott Carson

- **New Lunch Program** and resolutions to not impact PE: Lunches in the past have been messy. Coleman. with the help of Play Works, has been looking at other schools like Bahia Vista . The focus is looking at students taking more responsibility at lunch time.
 - 1st – 3rd grade: Eat at 12:25 the students come in and play at 12:45 until 1:05.
 - 4th and 5th grade Play at 12: 30-12:45 and Eat at 12:45 until 1:00/05

1. We need a routine for cleaning up and lining up.
 2. Pros: Students are eating more. Multi Purpose room is cleaner.
 3. Cons: P.E. is having a difficulty with having a space to work. Kids are not getting enough time to play.
- **Professional Development** following the break and impact on students.
 - Scott acknowledged that teachers being out of the classroom is difficult.
 - Aimee asked for a list of the Professional Calendar for parents to know about.
 - Sian wanted to know how to we provide feedback about substitutes?
 - Scott responded.
 1. We have raised the rate of pay and hopefully this will help with the quality of the substitutes.
 2. Email Claudia and Scott if you have feedback about Substitutes.
 3. Is 140.00 enough to bring in quality Substitutes? 150.00 is the highest in the district.
 4. Do we need a County of Marin amount to stay out of a bidding war with other schools.
 5. Are there parents that are qualified that would be interested and committed to Coleman?
 - **Request for New Stools in the Music Room:** Scott has been looking at new chairs 30-60 dollars for each. Scott is asking for 2,000.00 for all chairs. Jenny needs to look at the Music Funds. Scott is also looking for wheely carts for the lunch bins.

2. PTO business and announcements– Michelene

- . Kidpower Student Workshop Friday January 29
 - Michelene is putting together a something to go home to parents with an opt out option if parents do not want their child to go.

- KidPower is a one hour workshop in the classroom.
- The Schedule at school

9:00-9:55 Jackson
 10-10:55 Emadzadeh
 11-12 Falco
 12 -1 O'Donnell
 1-1:55 Chamberlain
 2-3:00 Conway

- PTO Board and Managers for next School Year (Would like to have identified by March)
 - Bridget is going to be the PTO President next year. She is looking for someone from the lower grades to train and co president with.
 - Jenny is stepping down as Treasurer. She will stay on BINGO☺.
 - Sian Killingsworth is transitioning over as website management.

- Parent Led Enrichment – Heather Green (still pursuing?)
- Turf around the trees by playground? Bench in Spring.
 - Trees needed to be donated to the Tiger Terrace.
 - Need to talk to Garden Work Day Committee.

- LCAP Parent Advisory Committee 1/26 and Parent Leader Meeting 2/1.
 - LCAP Michelene and Amie are attending the meetings on the 26th. They are doing out with the parent advisory committee and developing it into A Stakeholder Task Force.
 - PLM 2/1 Michelene cannot make it. Bridget will go. It is at Davidson library, 6pm (?). Dr. Watenpaugh will be there.

3. Treasurer's report – Jenny:

- Jenny reported year to date. (See budget.)
- We are doing well with no major surprises.
- We have spent 81,000 dollars, approximately.
- Poker did very well with around 8,000.

4. Library Update – Sara Sonnet:

- Thank you everybody for supporting the library.
- Book Fair Results
 - Received up 2,000 dollars and increased our contribution from Book Passage in the amount of 2,500.
 - They asked if they wanted to do it again next year with Book Passage. Yes.
 - The last full week before Thanksgiving and it seemed to be a good time to up the sales.
- Copperfields Buy and Donate Weekend: April 2nd or 3rd.
Possible Gallery time at Copperfield?
Game Night StoryTime at Copperfiled April 7th ?
- Sarah is looking for Game Ambassadors to help sort Games.
- Overdue Library Books: Sarah feels like we have a lot of over due books. Ideas on how to improve this. Sarah wanted to set a positive tone to get students to check out books, but needs to improve the return.
 - If you have any ideas email her.

5. Dad's Club Events: Todd Judd

- John Greene has added on March 12th at the Hopmonk tavern.
Hope to raise a good amount.
- New Ideas for fund raisers: Bocce Tournament.
- Crab Feed 1/23 – Registration Open and Volunteer Spot coming soon.

- Oregon Crab is being flown in at the same amount as last year.
- Need Silent Auction Items.
- Volunteer Sign up needs to get people.
- New Ideas: How to welcome new kindergarten parents in?
 - Save a table for the parents, have a group assigned to meet and greet, have a pre-meeting.

6. PTO Fundraising: Aimee

- APD – Final Month: At 87,000. At 57 Percent participation school wide.
 - January 31st is the closing date.
 - Corporate matches are stronger by 11 percent. Goal is \$100,000.
 - **New Idea:** Ask Mr. Matthews if we can have a special special if we meet the 100,000 goal.
- Dine & Donate – Wednesday 1/13 @Naan & Curry
 - (Coleman Family)
- Online Auction:
 - Kate Osborn is the new auction team lead.
 - Auction is LIVE: March 28rd to April 3rd.
 - They are working on the vendor list and trying to get more in house Coleman Family donations. January 18th is the stuffing party. Looking for new people to replace outgoing parents.
- County Grant – Must benefit public and have 50% funded by PTO (Can use PE Equipment from other grant or is there something else we wish to write for ? 1000-10K available)

7. SSC Update: Dan Sonnet

- Science Fair: He was talking to Shana Walker and talked about looking at the Cake Decoration Contest at a Model for setting up the Fair.

- Talked about other names that showed interest in helping:
Lynn Stein, Kaci Phizakerley.
- Dates: April for Art Show and March for Science Show?
- R.T.I.
 - Need the district to support the program and funding.
 - Talk to the school board to support.
 - Is the funding enough to meet our needs until the end of the year?
- Newcomer program: The teachers and the district are working toward getting a program by the end of the year.

8. PTO and School Events

- Parent Tours – January 13, February 10:
 - Michelene and Bridget will be at both of them.
- Coffee Chat- January 15
- January 29th Staff Appreciation-
 - 3rd grade.
 - A Barista Day instead of a lunch.
- Kindergarten Registration February 10. Starts at 2pm.
 - Need Snacks and Volunteers:
 - Shana will be there.
- 2/3 Sing- Tuesday, February 9.
- ***Next Meeting Monday February 8, 2016 at 3:30 in the Library***

Shae Atkinson, Sub Recording Secretary