

Coleman School PTO Board Meeting
Monday, November 28, 2016
7:00– 8:30 p.m. ELKS Lodge

MINUTES

PTO Officers/Managers in attendance were: Mike Taylor, Bridget Radachy, Lauren Ng, Jon Haveman, Jennifer Beales, Andy Lapitsky, Jim Stuart, Shae Atkinson, Elaine Ervin, Jenn Fernandez, Todd Judd, Kenneth Pledger, Leah Mazurette,

Guests: Amanda McCarthy, Amie Stewart Reed, Irma Cruz, Jim Lynch

1) **Welcome and Introductions** — Bridget called meeting to order at 7:10pm.

- Parent guest gave feedback on non-inclusive feeling at Coleman. K parents are not finding ways to get involved. PTO shared ways to reach out to get all parents more involved. Idea: set up specific meeting and invite K parents to meet mentors.
- Friday is pajama day.

2) **Approve Minutes:**

- Board Minutes from 10/25/16 approved.

3) **Principal's Report** – *Mike Taylor*

- Report cards are starting. Dec 22nd they will come home. Mr. Taylor will read each one.
- Two jobs open at Coleman: 1) Instructional Assistant with Special Education, dealing with IEP, 2) Instructional Assistant with ELD Students, needing language support. 22-25 hours/week. No prior experience needed. Interview process to start in 2 weeks.
- Money available for below grade level students. Idea; Hire teachers to work with students before school for kids who need extra support. Focus on literacy. Will propose to teachers soon. Starting Jan 10.

4) **PTO Business** — *Bridget Radachy*

- Spending \$7,000 Enrichment
 - Mural Project moving forward (\$3,500). Kids were invited to meet and learn about a mural and started sketching ideas.
 - Brainstorming on remaining \$3,500 results — Speaking with kids to get ideas: culture club (international foods, etc), gaga pit, fashion class, cinematography, tinkering club, garden, yoga, survival. Classes free of charge, after school. To be continued...
- Changes to instructional minute schedule for 2017/2018. Will come out in early Dec. Increase in instructional minutes for K-5. Don't know what this will look like. K day will get longer, up to 50 mins. Will not affect curriculum, will be used for free play, emotional development. This was piloted at Glenwood and no advantage to be found. After care will also be affected. Why are they doing this? Request for district to be more transparent about this at meeting on Jan 17, SRHS Library at 6pm. To be continued...
- Mindfulness Meeting- December 5, 2016, to develop proposal. Meeting with experts who will conduct teacher/parent/student trainings on campus. Goal is to help kids to be cognizant of feeling and not reacting right away.
- How we communicate
 - Google Calendar
 - Text Reminders — Contact Mr. Taylor to be included.

- Emails — If you aren't receiving contact Claudia.
- Volunteer T-shirt is in development. It's a new design that will fit with the original charter of the Dads' Group: to build community and participation while being inclusive. Will be here by crab feed. Will use as reward for volunteering. Jim Stewart shared history of Dad's Group. Requesting PTO money to pay for shirt. Talk of reaching out to more Dads to be more inclusive. Talk of gender equality. Ideas for more t-shirts for everyone.

5) **Treasurer's Report** – *Jon Haveman*

- Treasurer's report – review/approval
- Net income of \$43K. Last year was best out of 4 years, Dine and donate has done well. Green Team is up. Revenue is down but 2 significant events have not yet happened. Book Fair numbers still to come. Checks were approved.

6) **PTO and School Upcoming Events**

- Parent Ed Night—Parenting with Firmness and Respect, November 29, with Michele Woodbury.
- *Screenagers*—DMS, November 30, 2016.
- Kinder Sing—December 20, 2016, separating from 1st grade sing.
- Staff Appreciation — 4th Grade in December, Holiday Breakfast, Wednesday December 21 –Tammy Nygard organizing.
- KidPower—January 12, 2017. Michelene Moayeddi organizing. Fees are increasing.
- First Grade Sing—January 19, 2017
- Art Show—February 2, 2017

7) **PTO Fundraising**

- Annual Pledge Drive – Mary Beth Seedall
 - Discuss non-competing calendar for 2017/18.
 - Started a month late, but 76K already in. Only 2% down from last year. 90% participation for 5th grade. Targeting families who haven't donated. Plea for more corporate matches. Ideas welcome. Will reach out to corporate matches in Jan.
- Dine and Donate—*Stacey Laumann and Jennifer Numainville*
 - i. Los Moles earned \$231
 - ii. Celia's—January 18, 2017
- Book Fair Results will come in soon.
- Run for Gold was rained out. Now April 30.
- March 31st is Game Night.

8) **Dads Group** — *Andy Lapitsky*

- Rescheduled Poker night is Friday March 10. Hawaiian theme, luau. Ukuleles group will also be at Elks.
- Crab Feed—January 28, 2017
 - a. Silent Auction – getting restaurants and other donations from community and past donors. Soliciting more Dads to drum up more donations.
 - b. Have crab feed kick off online auction event
 - c. Send letters out this week to donors
 - d. Contact grade level reps to ask for specific Dad friendly parties/donations
 - e. JCB to get BR Google doc for Auction

9) **Angel Network** — *Jenn Fernandez*

- Holiday Gift Tree is up, in the office, with ornaments. Pick an ornament to donate a gift to a needy family.

- Math Mentors – Jenn started with Girl Scouts mentoring kids in math. Developed a curriculum to 4th to teach K. 5th graders applied for position too. 6 week class. Will do again.

10) **Green Team** — *Melissa Laughery*

- Browning's recycling income climbing. Continue bringing recycling to Coleman every Friday.

11) **School Site Council** — *Mike Taylor*

- Will send out midyear survey for Mr. Taylor to learn more from parents before Dec break.
- Looking for ideas to spend \$15K on playground ideas. Ideas: Makers Saturday. Improve K playground by bumping out fence to grass, knock down walls to increase space. Looking for tree rounds for larger playground. Idea to install large musical instruments. Need to spend \$ by end of school year.

12) **HeadsUp** – *Micheline Moayedi*.

- Whole Foods throughout Marin County will donate 5% to HeadsUp. School music groups will also perform to raise awareness.
- Opening up applications for mini-grants for enrichment programs. Grant will be \$500 and can be used for materials, field trips, etc. Simple application. K would like new garden mural.
- Dec. 9 Book Passage Book talk to benefit HeadsUp
- Giving Tuesday launches a new video for Heads up. Please propagate via social media.

13) **Idea List for spending \$ in 2017/2018**

- Back to School supplies provided by PTO
- Different Management of Discretionary Spending
- Aids in Classrooms
- Kindergarten Yard Reconfigure
- Water bottle filling stations
- Sign out front is warped- letters fall out
- New directional signage

Meeting adjourned at 8:44.

Jennifer Beales

Recording Secretary