

Coleman School PTO Board Meeting

Monday, October 16, 2017

6:00– 7:00 p.m. in the Library

MINUTES

In attendance

Lauren Ng, President; Jon Haveman, Treasurer; Katie Nance, Directory/Safety; Kelli Kelly, VP Fundraising; Mike Taylor, Principal; Cathy Falco, Teacher; Jennifer Waters, Assemblies Coordinator; Mary Beth Seedal, Annual Pledge Drive; Pam Ishikawa; Vita Johanson; Anna Abramzon, Jenn Fernandez, Angel Network; Chandos McEowen, 4/5 Teacher; Stacey Laumann, SSC; Todd Judd, Dad's Group Co-Pres.

1. Welcome and Introductions

- The meeting was called to order, by PTO President Lauren Ng, at 6:00 p.m.

2. Approve Board Minutes 9/18/17

- The minutes were read from the September 18, 2017, meeting and approved.

3. Principal's Report – *Mike Taylor*

- It's Conference Week; early dismissal for students.
- During conferences, Mr. Taylor requests that parents *ask questions* and *have conversations* with their students' teacher at their scheduled conference.
- Deadlines for site plans. Site plans are explained as "living documents" to be built out in April/May and to be completed by August.
- Discussion – Mindfulness Teacher Pilot program. Teachers will be starting next week and will visit classes for 15 minutes on Monday and Thursdays. A parent night to discuss the program / meet teachers will be held on November 7, 2017 at 6 p.m. Possible childcare to be arranged.

4. Treasurer's Report – *Jon Haveman*

- Summarized and reviewed budget
- Proposal to include Debit Card in with the PTO Credit Card policy is discussed.
- Approval of Debit Card inclusion: Members approve the language as proposed by Treasurer J. Haveman.

5. PTO and School Upcoming Events

- Conference Week (Dismissal K @ 12:20, 1-5 @ 12:25) Parents remember to send a lunch.
 - School Picture Make-up Day, 10/18
 - Amici's Dine & Donate, 10/18
 - Garden Work Day, light work/clean up of campus, 10/22, 10:00-2:00
 - Halloween Costume Exchange, parents are encouraged to donate gently used to the office. 10/23, 3:20-3:45
 - Family Night -- Choosing a "Good Fit" Book for your child, Ms. Montalado, Ms. Irvin and Ms. Sonnet will be assisting parents on how to choose an appropriate book for your child's skill level. Not sure why it is being called "family night". Will check to see if children are welcome, 10/25
 - Coleman vs. Sun Valley Softball Game, 10/28, 2:00-4:00
 - Coleman Halloween Parade, 10/31
 - 5th Grade Outdoor Ed, 10/31-11/3
 - Parent Mindfulness Education event, 11/7

- No School -- Veterans Day, 11/10
- Poker Night, 11/17
- Thanksgiving Break, 11/22-24
- Bingo Night, 12/1, 6:00 pm
- Hour of Code, 12/6

6. **PTO Fundraising** – *Kelli Kelly*

- **Annual Pledge Drive** – APD made approx. \$7000 during coffee drive events; Mary Beth reports that we are at about 35% of participation for the annual pledge drive this year. Corporate matches are starting to come in.
- **Online Auction** — An online auction committee has been formed! Kathy Ryan will chair the online auction. We will be using the site Bidding for Good again. Need volunteers to assist with solicitation, entry of items, and receivables.
- **Dine and Donate** — The State Room made approx. \$250-450 for Coleman. A further inquiry will be made concerning the amount of return from the event. Amici's 10/18.

7. **Angel Network** — *Jenn Fernandez*

- The Coleman Wish Tree will be returning this year; Jenn anticipates that it will be up before Thanksgiving.
- The Brownie troop is looking to have another bake sale.

8. **Green Team**

- Friday recycle in action; need volunteers to sort cans/bottles. Green Shoe starts this Wednesday and runs for the next 4 Wednesdays. Children/families encouraged to **walk to school**.

9. **School Site Council** — *Stacey Laumann*

- Explained how Student Site Council was established through a legislative action to oversee funds, and how funds are distributed within one's school.

10. **PTO Business** – *Lauren Ng*

- **Coleman Connect** — will be released on Thursday instead of Friday. The new deadline for manager's input will be at noon on Wednesdays. Also, if you have editing rights, please do not be afraid to move the content on the flyer to allow for more important issues being placed at the top for better visualization.
- **Live Scan** — We will be conducting Live Scan (fingerprinting) and TB testing of all Coleman Specialists working on campus. This is a DOJ/FBI background check. PTO will be paying for this.
- **"Wait Until 8"** — We will be hearing more about this. There is a website that is optional for parents/students to sign up for. It promotes the delay of giving children a Smartphone until 8th grade. Other local PTO's have started sharing this site with students.

11. **Additional**

- **Wish list** – More outdoor lighting in the back; Purchase of more balls; Hand sanitizer stations.
- Principal Taylor explains the turf request and that it is NOT off the table.

Next PTO meeting, 11/6, 6:00 pm

Meeting adjourned

Vita Johanson recording for Jennifer Beales, Secretary