

## PTO Meeting Agenda/Minutes

November 15 2016

Summary: We started off our meeting by discussing King's new Assistant Principal, Mr. Jamar Humphrey. We are lucky to have Mr. Humphrey join King, and he will help support the 497 students at our school!. We also congratulated Mrs. Burill and Ms. Shah for receiving a grant from the A2 Educational Foundation. We spent time going over the PTO budget, noting that (as of the meeting) donations were flat compared to other years. We discussed that overall family participation rates were lower, so this along with additional expenses are creating a situation in which we are continuing to spend down our savings. We had a short debriefing about the Rake and Run and noted the upcoming Book Fair and Turkey Trot. We discussed Bingo Night, which will held in January, and discussed an effort to reduce toys as rewards, and instead renew focus on the fun of the event. We touched based about a few other big King School events on the horizon, including International Night, the Silent Auction, and Science Olympiad. The Silent Auction will be held earlier this year, and Science Olympiad is still looking for a few more coaches. Finally, we discussed Traffic Safety at King based on the volunteers who helped with Traffic Safety in November.

In attendance: Larissa Sano; Sara Schneidewind; Shalini Jayasundera; Rochelle Taylor-Franklin; Brian Weisman; Vitali Fedosov; Talisha Sutton; Karin Sletten-Farjo; Sarah Wentzloff; Jamie Haberichter; Suzanne Muenz; Leslie Frey; Ben Ewy

1. Called to order @ 6:33 pm
2. Minutes - Reviewed previous meeting's minutes
  - a. Motion to approve minutes:Karin Sletten-Farjo
  - b. Seconded:Sarah Wentzloff
  - c. Vote: ayes
3. Principal Report - Mrs. Cooper
  - a. Will have an assistant principal at King (as well as Lawton)
  - b. King is at 497 students, so we are able to bring in an assistant principal
  - c. Our new assistant principal is currently a 3rd grade teacher at Bach
  - d. We are still identifying his role and responsibilities
  - e. Looking forward to having another caring adult
  - f. Also today, King received A2 educational foundation grant (Mrs Burill. Ms. Shah) for eco-justice books for media center (e.g., questions related to food access, equitable distribution of resources)
  - g. We discussed the emotions and feelings of students that came from last week's election; and discussed the ways to continue to support our children in processing the news and information they hear.
4. Teacher Report - Mrs. Hagan
  - a. No report (parent-teacher meetings)
  - b. Thank you to the PTO and for the wonderful appreciation dinner on Nov 7th (and thanks to Suzanne Muenz who coordinated this!)
5. Treasurer Report - Brian Weisman

- a. Donations have been down (or flat) this year, especially compared to two years ago
  - b. We did receive a little extra support based on most recent announcement; we are up to 40% participation rate; we would like to see a higher number of parents participating
  - c. The good news is we are \$1,000 higher in family contributions compared to last year
  - d. Submitted our tax forms; and we are switching accountants, who will charge a lower amount (and is someone Brian knows)
  - e. Kindergarteners were able to go to an apple orchard; this is a new opportunity for this grade level
  - f. We did buy a laminator to help with teacher and staff needs
  - g. Rake and run was very successful; both for King and Mitchell School
  - h. Teachers are already submitting reimbursements for items, especially for new teachers
  - i. Many field trips are on the horizon, but already paying for transportation, etc.
6. Committee Reports
- a. AAPAC (Parent Advisory Council)- Rochelle Taylor- Franklin
    - i. The next APPAC meeting is scheduled for December 5th 2016 at Tappen's Media Center. Parents can attend between 6:15-6:50pm to meet with SISS team to discuss any concerns regarding their child's IEP. The general meeting begins at 7 to 9pm.
    - ii. If parents with children with an IEP are interested, they can come to event
  - b. Academic Games-Vivian Lin
    - i. No update
  - c. Bagel Friday-Sara Schneidewind, Sara Zocher
    - i. Next Bagel Friday - Dec 2, share with Book Fair!
  - d. Bingo Night - Jen McNamara
    - i. Working on setting a date. Currently working with Leslie Vosters (fifth-grade teacher) in organizing the "chili cook-off" fundraiser for space camp this year.
    - ii. Can buy chili while participating in this event
    - iii. This year, may try to move away from rewards associated with finished bingo sheet; instead will give out popcorn. Goal is to re-focus on what you get from the event, not items to take home
  - e. Book Fairs-Tomomi Kumagai, Ann Lin, Leslie Frey, Yan Lei
    - i. Fall book fair begins with setup on Monday, Nov 28, right after thanksgiving. We need volunteers all week, so please come often.  
[www.signupgenius.com/go/10C0F44A8AF29A1F94-fall](http://www.signupgenius.com/go/10C0F44A8AF29A1F94-fall)
    - ii. Schedules for classroom visits (for Tues 11/30 and Wed 12/1) will be up by the end of the day Nov 18. Letter and flyer will be going home soon.
    - iii. The theme is "Bookaneer" and we are looking to add decorations. If you have any pirate or ship or treasure chest decorations that you would like to donate (or lend to us) please email us at kingptobookfair@gmail.com.

- f. Box Tops-Sara Robins
- g. Building Healthy Communities
- h. By Laws Interpretation-Jamie Haberichter
  - i. No report
- i. Communications/Enotes-Kim Burton-Weisman
- j. Community Action- Larissa Sano
  - i. Thanksgiving
  - ii. Snowman drive
- k. Creative Writing Workshop
- l. Disability Awareness Coordinator-Pam McGuinty
  - i. No report
- m. Family 5K- Talisha Sutton
  - i. Rake and Run - this year's route seemed to work really well, as it helped keep kids in site, and helped parents see their kids
  - ii. Was a great turnout - lots of kids and parents (20% more than last year)
  - iii. For next year, registration as "family" was for two people, and in some cases, more family members came; so we need to find a way to track these numbers better
  - iv. Next year, is there a way to recruit more participants to the garden?
- n. First Day Packets- Sarah Wentzloff, Helen Kaplan
- o. Grade Level Rep-K- Carly Ly
- p. Grade Level Rep-1<sup>st</sup>- Jen McNamara
- q. Grade Level Rep-2<sup>nd</sup>-Shikha Marwah
- r. Grade Level Rep-3<sup>rd</sup>- Sara Schneidewind/ Shanti Eswaran
  - i. No report
- s. Grade Level Rep-4<sup>th</sup>-Sharon Qi
- t. Grade Level Rep-5<sup>th</sup>- Anita Shelgikar
- u. Grocery Cards
  - i. Flyers went home in folders and there was a notice in the e-notes
- v. Harvest Moon- Carrie Bora, Liz Batteh
- w. Ice Cream Social- Bing Yang, Monica Jones
- x. International Night- Marguerite Dillard
- y. Landscaping- Marguerite Dillard
- z. Learning Garden-Sara Zocher, Becky Locke, Neha Shah
- aa. Math Club- Shikha Marwa Fred Korley
- bb. Enotes and Outdoor Sign-Kim Burton-Weisman
- cc. Popcorn Friday - Leslie Dubin - Per instruction from school nurse and Ms. Cooper, Popcorn Fridays are not an approved event due to allergies. I offered to host another fun friday activity, was encouraged to offer suggestions for non-food related events. Open to suggestions.
- dd. PTO Thrift Shop Liaison-Sara Schneidewind
  - i. If your group would like the opportunity to be showcased in a SYS week to earn more funding for your group please submit a request to PTO board by Dec 1

- ii. The funds raised through this event will go to the specific event (e.g., garden, band, science olympiad, etc.); we decide to do this, because the shoppers at the Thrift Shop are assuming/intending to vote for a specific activity
- ee. PTO Council Rep- Beth Grzelak-Lee
  - i. Next meeting is November 21st. Topic will be Grant Writing. Please let Beth Grzelak-Lee know if there are any questions or issues you would like raised with the district PTO
- ff. Science Olympiad- Karin Sletten-Farjo, Yong Miao
  - i. Event will be **Saturday June 3, 2017.**
  - ii. We are looking for coaches for: Aerodynamics, Back to Nature, Pasta Bridges, On Target, ((grades 2-5)), to Infinity and Beyond (grades 4-5); and Water Rockets. Please consider volunteering - the events don't happen if we don't have coaches.
  - iii. Student sign up in mid-December; practices will start after International Night; aim for 3.5 months of practice
- gg. Silent Auction- Carrie Bora, Gayle Green
  - i. Brief meeting with chairs yesterday (Nov 15)
  - ii. Will have a Th 08-Dec kick-off event (will go out as an evite)
  - iii. This is the big fundraiser for the PTO; and the Silent Auction is main fundraiser
  - iv. Need volunteers starting in December, to help recruit for items for the event
  - v. Tentative date: Friday March 24th (which is much earlier than usual); should be confirmed soon
- hh. SIT Rep- Tim Pinto
  - i. Math Tech Parent Night - received feedback that was very positive, and parents got a lot out of it; 87 parents had registered, 44 parents came out
  - ii. Thank you to teachers who put this in extra time!
  - iii. Usually SIT has an event once a year; that help connect what students are learning at school with how to help support them at home;
- ii. Space Camp - Neha Shah, Carrie Bora, Gayle Green, Stacey Hamill
- jj. Spirit Wear-Ben Ewy
  - i. Design review at the meeting tonight. Goal is to have a timeline that delivers the Gear for holiday timing.
  - ii. We went over the design
  - iii. We discussed what wasn't popular: toddler gear; staff gear; and class of 2016 gear
  - iv. We want to identify the items that will sell well because we get a price cut
  - v. This year we discussed a few different designs
  - vi. The most popular, has been the King Elementary with blue tie dyed
  - vii. Hoody sweatshirt was the second biggest seller

- viii. With new prints, if we want to do both kids and adults, then it will cost more
- ix. We also discussed color variations for emblem, looking at light blue;
- x. We discussed adding a new tie dyed shirt with a more bright color, like pink or yellow
- xi. We discussed the additional color, a baseball shirt option (raglan sleeve), additional color variants
- xii. We would like to get this out before the holidays, which we weren't able to do it last year
- kk. Store Certificates
- ll. Student Directory-Sarah Wentzloff
- mm. Teacher Appreciation - need chairperson
  - i. Thanks to Suzanne Muenz for stepping in and organizing last Monday's dinner.
  - ii. Looking for chair to organize holiday appreciation and also spring (May) teacher appreciation
- nn. Traffic & Safety - Chien Yuan
  - i. We've beginning our third week of stationing visible volunteers to help direct traffic.
  - ii. So far, it seems to be going ok - a few hiccups here and there but otherwise it's been fairly smooth. Having said that, the real test will be when December kicks in - so yes, **we'll need more volunteers with 3 a day being ideal.** Consistent visibility is key!
  - iii. Still a lot of day-to-day variability in driver behavior
  - iv. In reality, we will need a consistent presence to keep things from getting bad
  - v. Right now we do have a teacher/adult at the parking lot
  - vi. Is there a way to place a teacher out front to help with student safety (could this be the assistant principal?)
  - vii. Some of the bigger issues tend to be with parents focused on children exiting children, but not paying attention to complex car dynamics (e.g. cars pulling up, etc)
  - viii. There is also a bottleneck effect when kids are slow to exit the car
- oo. Turkey Trot-Tim Pinto, Jamie Haberichter
  - i. Turkey Trot is this Friday. Have received \$50 gift card from Busch's to help defray costs.
  - ii. As of Monday morning, **still in need of some volunteers to help from 10 - 11:30 am and 1 - 2:30 pm.**
- pp. NEW - Volunteer coordination
  - i. Volunteer event planning check sheet made by Robyn to share
  - ii. Lists step-by-step the things a volunteer might need to do when events are being held at King

7. Old Business
8. New Business: for next time, discuss more effective communications to parents, discuss suggestions about limiting rewards for PTO events,
9. Meeting Adjournment @ 7:51 pm
  - a. Motion to adjourn: Talisha Sutton
  - b. Seconded: Karin Sletten-Farjo