

**Manhattan Middle PTO
Board Meeting Minutes
Date: 9/12/2012**



Attendance: Suzanne Lee, Robbyn Fernandez, Libby Black, Jennipher Murphy, Barb Hoyt, Soraya Smith, Allison Farrand, Fran Gonis, Kristin Philbrook, Cai Xian Cui, Yudi Liu, Peggy Livingston, Grace Snow, Colleen Rea, Trina Faatz, Kristy Lane

I. Welcome

- a. Suzanne started the meeting at 6:33p.m. and welcomed everyone to the first PTO meeting of the 2012-2013 school year.

II. Principal Report

- a. Robbyn began her report by informing the board that a parent of a 6th grader, Rosabele White Aquirre de Rice, volunteered to be a Spanish interpreter. She has put in a request for a Chinese interpreter and expects this request to be filled next month.
- b. She announced an event at the Ed Center on 9/13 at 6:30 which is a kick-off event for the Parent Engagement Network (PEN) and asked for a volunteer to be a representative for Manhattan. The representative attends a monthly meeting and then brings the information to Manhattan for parents. Trina Faatz volunteered to be that representative.
- c. Robbyn expressed support for the new superintendent. The new superintendent has a more complete vision which comes from whole child research and focuses on experiences that kids have at school i.e. relationships with teachers, students etc.. These experiences are more conducive to learning. Teachers district wide have gone through professional development regarding making connections with students.
- d. She discussed the changes in report cards this year. Manhattan is now doing a standards based report card (posted or mailed) meaning instead of ABCDF it is 4321. 4 meaning advanced. 3 proficient 2 partially proficient 1 unsatisfactory. Gives parents better idea of progress. 2 is not grade level.
- e. One Book is in full swing. Teachers are integrating it into the classroom. Ingrid Law, the author, will be coming in the fall. Every day on the announcements there is a different fact on the book. Classes are all trying to incorporate.
- f. She mentioned that Barb is interested in finding a coordinator for the library. Allison will send out to people who said they will volunteer.

- g. Last item, she wanted to show the paper copy of the August 5280 magazine with comments about Manhattan. There were 30 middle schools in the front range that were mentioned.
- h. In general, nice start to school year. She knows about 120 kids out of the sixth grade. She feels it is important to the students that she knows who they are. She does a lot of work in the lunchroom and tries to notice who alone, who is not alone etc...
- i. RISE contest goal is to reinforce values and behavior. Catch kids doing the right thing. So what did you do today to show respect? Show excellence?

III. Events

a. Walk to School

- i. Suzanne contacted the bike club and the science teachers. All of the science teachers will tell students it is either walk or ride. Rebeka Hartmen volunteered to be there that day to oversee.

b. Vision and Hearing

- i. Suzanne said that typically the PTO supplies support (volunteers) and this year the PTO will make coffee and breakfast. Need volunteers for this event.

c. Conferences

- i. Suzanne said that someone needs to take on the organization. There was a discussion on past conferences: usually there is enough food for the next day, it is only dinner, two nights. Jennipher made a sign-up sheet in Google Docs. Allison will be sending out the sign up to volunteers. Soraya mentioned that there should be someone on-site to oversee.
- ii. Kristin volunteered to be the event coordinator for the conference. She offered to bring the food in if given money instead of having parents donate a bunch of different meals. Barb said that the PTO used to have the food in the budget. There was discussion on the different options. Food should feed approximately 60 people and Libby suggested that allowing parents to bring food is a way for parents to participate instead of giving money. The consensus in the group was that parents should bring the donated food items. Kristin will bring compostable supplies: ware, bowls, plates, cups. She will call Dawn Dennison to see about getting the pizza oven.

d. Magic Phoenix

- i. Fran gave an overview of the Magic Phoenix fundraiser. PTO sends a letter out to parents and match donations with Teachers wishes. PTO members had questions about some of the costs. The 120.00 charge at the beginning of the year is different from the Magic Phoenix. It covers school and classroom supplies. The Magic Phoenix funds go towards the wish list. PTO asked about examples. Someone sponsored a camera. Libby said in the past it has gone towards technology, cameras, once math teachers wanted clickers. Question- How much did we raise last year? Barb estimated around 23,000. Suzanne

announced that there is room on the committee. The consensus was to move the discussion to a working meeting.

IV. Treasurer Report

- a. Barb gave the treasurer report. She said that last spring, the PTO talked about the budget but the PTO doesn't necessarily follow the same rules each year. There was no budget when Barb came on board. The PTO created a budget and created income and decided to keep some of the Magic Phoenix funds (12%) which goes towards food for PTO meetings, conference food, arts festivals, winter family social, and volunteer thank you' s. Budget has been more like a suggestion.
- b. Barb said that she had a suggested budget for the year. Can we post on the website? Jennipher will post on the website. There was discussion on the bylaws but no one has gone over the bylaw. Barb said that the PTO currently has 5,000 in the bank. Robbyn said yes we should post on the website. The focus has been on community building. People should be able to see what the PTO does. Budget is about 3200 per year. California Pizza kitchen raised 471 this fall so the PTO will be giving the Tall Ships fund 415.
- c. History- 3 years ago the current PTO was tired of asking for money. Wanted to just ask once but it has evolved. The PTO no longer says it is the only fundraiser.
- d. PE this year is focusing on fitness equipment and is using the fundraiser Payback books.

V. Committee Reports

a. Volunteers

- i. No report.

b. School Store

- i. Grace gave report. A refrigerator was donated so the store can sell cold drinks. Things are going well. Barb said that in the first 2 months, the store has already grossed 1200.00. Grace said they got the merchandise out right away and increased the prices a little bit.

c. Fundraising

- i. No report.

d. Community Dinner

- i. Colleen gave report. She is in discussion with Twirl to host a community dinner. Thinking one night a month but doing it at different places. PTO sends a flyer home and families bring the flyer to the restaurant and PTO gets a %. Suzanne said that California Pizza Kitchen wants to do it every month.

e. Technology

- i. No report.

f. Hospitality

- i. No report.

g. Vision and Hearing

- i. Refer to events

h. Winter Social

- i. No report

i. Book Fair

- i. No report.

VI. Comments

- a. Suzanne went over the calendar. There are 2 types of meetings because some like day meetings. Thursday is a good day because it doesn't conflict with district meetings and Wednesday mornings are good days for work meetings. The PTO can use the counseling conference room for the Wednesday meetings. Robbyn suggests meeting at the library or somewhere else because of the size of the group and the fact that interpreters will be added. There was discussion and it was decided that the next meeting will be at the school library.
- b. Suzanne will upload the calendar.

VII. To Do

- a. Jennipher will upload a "how to" for Google Docs to the website.
- b. Suzanne will upload the latest to the calendar.
- c. Allison will send out library sign-up to people who said they will volunteer.
- d. Rebecca will oversee the bike to work day.
- e. Allison will send out sign-up sheet for conferences
- f. Kristin will get compostable supplies
- g. Kristin will contact Dawn Dennison
- h. The Magic Phoenix committee will be coordinating a work meeting
- i. Jennipher will post budget on website.
- j. Need volunteers for Vision and Hearing.