

**PTO Meeting Minutes
Manhattan Middle School
October 1, 2013**

Attendance: Kari Albright, Judy Bagley, Libby Black, Diane Braun, Mary Dineen, Barbara Dyrmore, Trina Faatz, Brent Graham, Barb Hoyt, Heather Janelle, David Jones, Sara Knight, Kristin Kusmierek, Suzanne Lee, Peggy Livingston, Michele Marshall, Rosabelle Rice, Margaret Riedel, Amanda Wember, Deana Zimenoff, and Jamie Zimenoff.

I. President's Welcome & Introductions - Michele Marshall

Michele started the meeting at about 6:40 pm and welcomed everyone.

II. Principal's Report - Brent Graham

Mr. Riggs was absent, due to an electrical issue, so Mr. Graham gave the report.

A. Flooding

Manhattan has experienced minor flood-related issues. The dance floor will probably need to be replaced. There have been some leaks, but they are minor considering the amount of rain and the problems some other schools have had. School staff is being flexible, open, and supportive to families impacted by the flood. The administration has made phone calls to find out what families are in need of help. So far, of about sixty families, ten have been found to have been highly impacted. Another two highly impacted families were added today.

We will not be required to make up for the four days school was closed with additional days at the end of the year, although this may be subject to change depending on snow days, which at this point we cannot predict.

For flood relief, the school had a fundraiser at the Chipotle restaurant in Louisville (see VIII, below) and has an ongoing penny pot competition. For the penny pot competition, the group with the most pennies in its pot wins. If dollar bills or coins higher than pennies are put in a group's pot, that amount is counted against that group. Therefore, students put pennies in their own pot and other forms of money in other groups' pots. The class with the least negative is the winner in the challenge. All the money will go for flood relief for our Manhattan families.

B. Schedule Changes

Some sixth graders had their schedules changed, due to having more

students in some classes than allowed by teachers' contracts.

III. Teachers' Report - Libby Black & Diane Braun

Libby thanked the organizers of the Magic Phoenix campaign. She introduced a new teacher, Diane Braun, who teaches Spanish half-time at Manhattan and half-time at Horizon Charter School. Libby said that Mr. Riggs is managing the money for flood relief and was asking families personally what they needed. The information is confidential, but anyone who knows of a family in need is encouraged to let the principal's office know.

IV. Treasurer's Report - Barb Hoyt

The budget for this year is \$3,900, based on our assumption of receipts from the Magic Phoenix Fundraiser. This year, money from the Payback coupon book sales will not be funneled to the PTO. We will receive 12% of the Magic Phoenix money (beyond the initial \$600), with the rest going to teachers.

So far, we have had two fundraising events. The California Pizza Kitchen event raised \$282, which was not designated. The Chipotle event was all for flood relief. (See VIII, below.)

So far this year we have spent money for a coffee for parents of sixth graders, for printing brochures about the PTO, and about \$200 for printing the 2013-2014 version of the parent handbook, which is also available on the PTO website. We have also bought about \$140 of compostable flatware and plates. We have also spent roughly \$100 for the Welcome Coffee for the 6th grade parents. We have budgeted about \$400-\$500 each for the following categories: families in need, student enrichment fund, tall ships fund, and discretionary.

The registration forms parents fill out at the beginning of the school year include a line for a suggested contribution. This money provides free yearbooks and planners for the students. The wording of the form has been changed to indicate that this is not linked to the PTO. The PTO funds teacher requests.

V. Magic Phoenix Fundraiser Report - Suzanne Lee

The Magic Phoenix campaign begins with teachers filling out wish lists. This year, we did not put a maximum amount for the teachers to request. (The wish list was sent out before the flood.) This year's wish list items totaled \$31,804.17. We do not expect to raise this much. Last year we raised about \$14,000. Last year, we were able to fund each request

except one (a \$2,000 request for books, where we funded \$1,000).

Parents can designate money to certain requests. Last year, some areas had more money designated than had been requested. The on-line payment option does not have a way to designate contributions for particulate requests. This will be changed in the future, but in the meantime, parents can email the PTO to indicate how they want their on-line contributions designated.

For credit card donations, we pay a fee, but donors do not. Some private companies match the parents' donations. There will also be an option to pay monthly.

VI. Volunteer Coordinators' Report - Michele Marshall

Allison Farrard and Meena Keuer were not present. They have prepared a notebook with listing what people have volunteered to do, and people will be emailed about volunteering.

VII. School Store Report

Jules Hauck, who was not present, has been running the store. Volunteers are helping her. Some trinkets and pens are not selling well. Instead of being offered for sale in the store, these may be given to teachers to give to students as prizes. The store no longer has all sizes of all shirts. We expect to have a sale on items with the old school logo. Items with the new logo are not yet for sale. We will try to order some bags with the new logo.

VIII. Community Events - Sara Knight

Sara reported that we received \$1,100 from the Chipotle fundraiser, i.e., 50% of the total of \$2,200. We received 20% of CPK's receipts. Some future events are the December 3rd Fall Fest (see XIV, below) and a possible fundraiser at a new burger restaurant at the 29th Street Shopping Center.

IX. Bike - Walk to School - Kari Albright

Wednesday, October 9th will be the bike / walk to work day. Students are encouraged to bring clean (not recycled) shoes to donate to people in Africa. There will be a table at school with bagels from Big Daddy's Bagels and fruit from Lucky's grocery store. Mr. Johnson will come up with a music event.

This year there is no bike club, but there is a running club.

X. Trip Tracker - Trina Faatz

We should have received an email about the August/September Trip Tracker survey. Parents need to fill out the survey each month indicating how many days their student(s) got to school through some means other than being driven alone. For doing this, e.g., biking, walking, carpooling, or taking the bus, kids get coupons good at various local stores.

XI. Vision and Hearing Testing

This will occur on October 24th. Liza in the health room has emailed volunteers.

XII. Conference Dinners

There was some discussion about reaching the Spanish-speaking community, where computer use is not common. Rosabelle said that text messaging has worked for reaching this group, keeping in mind that it's a good idea to be sure that people are on unlimited texting plans before sending them text messages.

Barbara Smith Dyrmosse have volunteered to be chair of this committee, and Michele Marshall will assist in the process. We have sent out a food preference survey to the teachers. Response was low, but we will try our best to have something for all to eat.

XIII. Parent Engagement Network Report - Trina Faatz

Trina distributed copies of a September 13, 2013, email with names of available speakers. The group was particularly interested in a presentation by Michael Vladeck, a therapist for teens. At Fairview High School, PEN has shown a film about boys and bullying. Last year was the first time we had a PEN presentation at Manhattan. It was about the teenage brain. We will probably ask for a suggested donation for our presentation this year. Trina is working a a speaker and a date for a presentation.

XIV. Fall Fest

This will be on December 3rd. It will feature our choir, band, drama, and visual arts students. Mona Estrada is running it.

XV. Other Fundraisers

Deana Zimenoff is coordinating the boxtop collection fundraiser.

Kristin Kusmierek is coordinating the milk cap collection fundraiser. For every 1,000 milk caps from Longmont Dairy, we can get money for the school. We are also going to investigate the process of fundraising with grocery cards from King Soopers and Safeway. Kristin and Amanda Wember will do the initial information gathering. When people buy groceries with these cards, a certain percentage goes to the school. The cards are also reloadable. Reportedly Boulder High School got \$14,000 last year from grocery cards.

XVI. District Parent Council - Judy Bagley

Judy mentioned being the representative on the DPC, District Parent Council. The DPC has not met yet. Its next meeting is Nov. 5th which is election day, to talk about Amendment 66, the school funding amendment.

XVII. Upcoming Events

- Tues., October 15th California Pizza Kitchen fundraiser, from 11-9. Bring flyers to the restaurant to have part (20%) of the proceeds go to Manhattan.
- T/Thu., Oct. 22nd & 24th Parent - Teacher Conferences
- Tues., Dec. 3rd Fall Fest
- January , 2014 Winter Social (we have chairs, who may get volunteers)

Respectfully submitted,

Peggy Livingston, Secretary