

## **PTO Meeting - November 7, 2013 at Manhattan Middle School**

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**Attendance:** Kari Albright, Shanie Armbruster, Judy Bagley, Libby Black, Mary Dineen, Allison Farrand, Sami Carroll, Barb Hoyt, Erica Johnson, Kristin Kusmierck, Suzanne Lee, Peggy Livingston, Michele Marshall, Nathalie Pratt, John Riggs, Deana Zimenoff, and Jamie Zimenoff.

**I. Co-Chair's Welcome & Introductions** - Mary Dineen. Mary started the meeting at about 6:40 pm and welcomed everyone. She thanked:

- A. Kari Albright for her help with the bike/walk to school day, which included a refreshment table with bagels and fruit, and a performance by the choir, led by Mr. Johnson,
- B. Barbara Dyrmore, for coordinating the dinners for teachers during the parent-teacher conference nights,
- C. Liza, health room para, and other volunteers for the vision and hearing testing day, and
- D. the Magic Phoenix car campaign volunteers, including Suzanne Lee, Michele Marshall, Amanda Wember, Meena Keuer, Sara Knight, Mary Dineen, Barbara Dyrmore, Deana Zimenoff, and Jamie Zimenoff.

**II. Principal's Report - John Riggs: Mr. Riggs reported on the following:**

- A. Parent-teacher conferences: There was a mixed response to the arena-style format. He contacted Casey Middle School for information about its program, which costs about \$650 per year and includes scheduled arena-style conferences. There were three nights of conferences, with the third night reserved for specialized needs, e.g., conferences involving multiple teachers and one student. It is difficult to avoid scheduling conflicts with other schools. Libby suggested that the District consider something like having all elementary schools conferences on Mondays, all middle schools conferences on Tuesdays, and all high school conferences on Wednesdays.
- B. Tall Ships: Applications for the spring Tall Ships trips are due on November 15th to the science teachers. One trip, from April 21st - 25th, has been confirmed. Due to some concerns from parents and students about not having enough spaces on this trip to accommodate demand, he was looking into adding a second trip, from April 17th - 21st (which, according to his subsequent November 15th principal's letter, he was able to do). Each trip has to have two teachers.

- C. Concert by Sydney Rose: On October 31st, Sydney Rose, a 21-year-old Fairview High School graduate, gave a concert. Students had positive feedback about her work with them. A parent had said that the material may not have been age-appropriate. There was an article in the newspaper about the concert.
- D. Open Enrollment: some parents have volunteered to help with open enrollment events. There will be events during the school day on December 12th and January 9th. There will be an open house the evening of December 2nd and two coffee events with the principal. Middle schools are no longer allowed to have shadowing as part of open enrollment. This year there may be some refinements in how we present Manhattan; for example, we will not promise that all kids who want to go on the Tall Ships program will be able to do so. For two years, Manhattan has had a waiting list. A few years ago, putting Manhattan as first or second choice was sufficient to get in, but this is no longer the case. Forty percent of enrollment at Manhattan is through open enrollment. A few years ago, it was 60%. Now we are attracting neighborhood kids again. When Baseline and Burbank merged about 12 years ago and the Baseline program moved to Burbank, some neighborhood students left.
- E. Mr. Riggs has not yet met with District personnel about numbers. This year enrollment is 549. There is a relatively large 6th grade and a relatively small 8th grade. The building's capacity is rated at 625; there is enough physical space. We have slightly more FTE this year. How enrollment affects staffing depends on how it is distributed among grades. The District calculates one FTE for every 25 students, meaning that if we get 20 more students in each grade, this will not necessarily mean we get more teachers. Teachers' contracts provide that the school will attempt not to have one teacher have more than 155 students per day, and some teachers are close to this number. Class sizes vary from 11 to 29 or 30.

### **III. Treasurer's Report - Barb Hoyt**

- A. Barb distributed a written budget of income and expenses for 2013-2014, which is included with these minutes. We are now in the second quarter. For some items, such as profit from the school store, income is an estimate. Shanie said that the school had ordered 30 chrome books and sets of mice, using, in part, money from the payback profits. Someone asked if these were being locked up, to prevent thefts. This year profits from the payback books were split 60/40 between the PE department and the LA department. There was some discussion around the incentive programs that go along with the selling of the books. One parent suggested that maybe the incentives could be returned to the school, and we are all just working together to make our school better, instead of being rewarded with candy, pizza, and gift certificates. Other parents, did not like the incentive of a free Friday, were the student is able to skip a Friday run, since this is part of the approved curriculum.

#### **IV. Teachers' Report - Libby Black & Shanie Armbruster**

A. Libby and Shanie thanked the students and parents for their contributions to the Magic Phoenix. For parents who would like to volunteer, we have a form on the school website. We could use some volunteer help rebooting networks.

#### **V. Magic Phoenix Fundraiser Report - Suzanne Lee**

A. As of the meeting, we raised \$19,520. Suzanne thanked parents who have worked on the car campaign, which began four years ago. The next step is to figure out how to disburse money. Some is still coming in. The figure of \$19,520 includes what we will receive from people who are paying monthly (they have done so by giving a series of post-dated checks) and from matching funds (about \$1,300). This is not the most money we have raised. The peak was \$24,000, which was from about two or three years ago. The receipts have dropped along with the economy. This year we have the highest monetary amount of requests.

#### **VI. School Store Report - Erica Johnson**

A. Using computerized images projected on a screen, Erica showed photographs of some possibilities for items we can order. We are using a local screen printer Apollo Ink, which is the same company Twisted Pine, and Gia Franklin use. Since this company is local, we are able to see the beginning of a run to make sure that we like the quality. We are buying the garments wholesale from Imprints Company Wholesale in Denver, (unfortunately Imprints was purchased, so we are no longer able to set up our own wholesale account, this occurred after the meeting). There is no minimum order amount. If we skip the step of seeing samples, we can have the merchandise in December. The group selected some items and designs to order. Michele took the notes for this, on what the group preferred, such as colors, style and sizing. We do plan to have new merchandise in the school store in December that has the new Manhattan logo.

#### **VII. Parent Engagement Network Report - Nathalie Pratt represented PEN, we will still have an event on January 16th at 6:30pm to go with the book Wonder.**

A. At this point, nothing is finalized, but we have some possibilities for speakers. We are also looking into having a PEN book club.

### **VIII. Talented & Gifted Program - Kristin Kusmierek**

- A. The Boulder Valley Gifted and Talented group,(BVGT) is not affiliated with the Boulder Valley School District but has partnered with it. There are positions for parent representatives from schools. The group is sponsoring a speaker, Patricia Gatto Walden on November 14th, from 6:30 pm to 8:30 pm at Manhattan Middle School.

### **IX. District Parent Council - Judy Bagley**

- A. The District has paid about \$15,000,000 for repairing flood damage, including \$2,000,000 for Crestview Elementary School. Jamestown Elementary is not yet up and running; classes are being held at a campground. Amendment 66 for school funding was defeated. It would have provided, for example, funding for full-day kindergarten in Boulder Valley. Judy asked for a substitute for a meeting on November 20th, due to a conflict with a showcase night at one of the high schools.

### **X. Fundraising Opportunities - Deana Zimenoff, Kristin Kusmierek, and Sami Carroll**

- B. Deana has raised \$140 from the box top program, Kristin has collected 1,000 Longmont Dairy milk jug caps, and Sami volunteered to help institute the Safeway and King Soopers grocery cards.
- C. Arts Support - Barbara JavorsThis will be discussed in a future meeting.

### **XI. Community Events - Sara Knight**

- A. **Wed., Dec. 11th Fall Fest:** Mona Estrada and Dawn Deming are handling this, PTO has volunteered to help with the event, but we haven't been asked yet.
- B. **Thurs., Jan. 23rd Winter Social:** Erica Johnson, Kathleen Patrick, and Sara Knight are handling this. Sara has volunteered to be the chair of this event. It is a free event designed to bring students, parents, and neighbors together. There has always been ice cream and has often been a focus on arts projects, dance and music performances in the gym, trivia games, and an open mike.

## **XII. Future Projects**

- D. **Brick Paver Project for Marquee:** PTO will contribute \$5,000 for an electronic marquee. We are estimating the cost to be about \$20,000. We will have a paver project to encourage people to buy bricks to help fund the marquee. This project is on hold until February.
  
- A. **Gym Drinking Fountain:** Because her daughter hit her head above a recessed drinking fountain in the gymnasium, Peggy suggested putting some foam or other padding on the top of the opening. Mr. Riggs said he would look into this. (A few days later, Peggy's daughter said some padding was put in.)

Respectfully submitted,

Peggy Livingston, Secretary