

## Seven Generations Charter School April PTO Meeting Minutes

<b>Today's Meeting</b>	<b>Date:</b> 5/9/19	<b>Time:</b> 6:30 PM	<b>Location:</b> IS
<b>Next Meeting</b>	6/13/19	6:30 PM	IS

### 1. Introduction at 6:30

**Attendees:** Emily Palmieri, Laura DeMarco, Julie Shook, Caitlyn DeNora, Nicole Hawk, Sharon Snyder, Eric Snyder, Dawn Campbell

**Staff:** Paul Hunter, Ms. Roche

#### PTO Mission

As the SGCS PTO, it is our mission to serve as a collaborative team of parents and staff members supporting the core values of our school. We enrich and enhance the quality of educational experiences by: engaging parents as active participants, building community, coordinating events, resources, expertise, and time in alignment with the values of our school.

**Meeting Norms** \*We agree to listen and respond to one another in a respectful way, creating a safe environment allowing all to be heard.

\*We agree to allow all participants to be heard and have an equal say, gather input from everyone, and utilize some form of consensus for decision making by people present.

\*We agree to allow all participants an opportunity to contribute their voice in a safe, welcoming environment and to have a clear communication to the school community of agenda, minutes and other information.

\*We agree to start and end on time, be respectful of time by staying true to the agenda.

\*We agree that official PTO communication distributed will be fact-based, unbiased information and will not include any personal sharing or details.

\*We agree to an environment that is welcoming, open minded, and positive where we all follow agreed upon norms.

### 2. Discussion Review

#### Opening/Introduction

Laura

Check in, Intros, Mission and Norms review, Parking Lot review.

- Review of the parking lot procedures
  - if you have anything not on the agenda that you want to discuss, please write it down and we will address it at the end of the meeting or put it on next month's agenda

Emily & Caitlyn

Handling of PTO Funds and Treasurer update AND information on a PTO iPad or device for running the triangle \*(options and prices)

- Finalized draft of handling of PTO funds document was created and is on file. Emily wants to get a file to keep at school for use for filing this kind of paperwork.
- Don Juan \$253
- Teacher appreciation week is still happening and reimbursement forms are not all turned in.
- Caitlyn looked into purchasing an iPad. An Apple refurbished device that would support the PayPal app would be \$239+tax. Target is having a good sale currently. PTO approved \$239, not to exceed \$300 to make purchase. Caitlyn will send Emily the links for the Apple Store and Target so that Emily can make the final purchase using the PTO

	debit card.
Emily	<p>Silent angels update-*(9 remaining) possibly getting them a gift for the end of the year. Emily to do a sign up genius.</p> <ul style="list-style-type: none"> <li>• Emily created an updated sign up to be sent out through Constant Contact.</li> </ul>
Julie & Emily	<p>Previous fundraiser and community event *(Don Juan's, Science night).</p> <ul style="list-style-type: none"> <li>• Don Juan brought in \$253. The restaurant was not prepared for the amount of people who came out for the event. We may want to look into another restaurant if we want to do this kind of fundraiser in the future.</li> <li>• Science night: \$207 deposit was made, but was spent on pizza \$102. We made \$105 profit. It was a good program, but low attendance. We would consider doing this event again in the future.</li> </ul>
Emily	<p>Upcoming community events-*(Iron pigs on 5/11 and EOY campfire in June) *Rita's discussion in Summer</p> <ul style="list-style-type: none"> <li>• Iron Pigs 5/11: 89 tickets have been sold, 11 are lawn seat and 78 field level seat.</li> <li>• Campfire 6/12: Emily is going to check with Amanda about recreating the signup from last year. The band has been booked.</li> <li>• Ritas: Laura will look into doing a fundraiser at Ritas for the end of the summer or beginning of the school year. Possible having a celebrity scoop night where a portion of the proceeds goes to the PTO for September 4th.</li> </ul>
Julie, Sharon, Caitlyn	<p>Teacher appreciation week-*(May 6<sup>th</sup>-10<sup>th</sup>). *Review so far on how it's going, and discuss rest of week etc.</p> <ul style="list-style-type: none"> <li>• Ms. Roche thinks it's going great. Breakfast is new this year and has been appreciated. Everyone had a great time at the luncheon yesterday. She suggested that parents might be able to make monetary donations for the future and have it catered, putting less stress on parents to bring in donations. Mr. Hunter said that history has shown that this is a time of parents showing their affection and appreciation to the teachers through donations.</li> <li>• Discussion about committees operation using consensus format that is used in regular PTO meetings and throughout the school. When a consensus is reached in a committee, it should be followed through. Members of a committee can either agree with the proposal or stand aside. Face to face communication is better than online or text options. The (RC)2 model should be reflected in parent interactions and parents are to adhere to the parent code of conduct outlined by the school. Any questions or concerns about interactions with other parents, whether in person or online, can be brought to Mr. Hunter. Going forward with future committees, there should be a clear outline of what a committee means, how it is organized and maintains information. Review the process of consensus if/when questions or conflicts arise.</li> </ul>
Julie	<p>May Gallery night *(spirit wear) etc. *(discussion and review) and Kindergarten days re: spirit wear</p> <ul style="list-style-type: none"> <li>• sales during gallery walk and kindergarten orientation and assessments <ul style="list-style-type: none"> <li>○ May 15th 2:00-4:30 Kindergarten Orientation Julie Shook</li> <li>○ May 29th- 8:30-2:30 Kindergarten Assessments Caitlyn DeNora</li> <li>○ May 29th 6:00-7:30 Gallery walk-Nikki Hawk and Laura DeMarco</li> </ul> </li> </ul>
Laura	<p>Discuss in May-June upcoming fundraisers/ideas/community events *(have the year planned out to have on back to school night) &amp; possible summer plans *(BBQ, Rita's, playdates) etc. Also, teacher PTO involvement and website *(review).</p> <ul style="list-style-type: none"> <li>• Ben Loomis organizes the summer playdates. We can share the information on school facebook page. Dawn will talk to him to figure out which playdates are the best attended and the possibility of having a BBQ during one of the evening ones.</li> <li>• Emily will talk to Amanda to update website. All information on the site has 2016-17 as the dates.</li> <li>• Teacher involvement-there is a teacher liaison for each grade and specials.</li> </ul>
Laura	Questions, concerns, parking lot items, and June's PTO date and agenda items.

	<ul style="list-style-type: none"> <li>● PTO spending/expenses for this year. In the past \$10,450 was spent on gift cards for the teachers for their classrooms. The PTO did not give them those this year, we need to discuss if this is a possibility for the future. The PTO covers the movie licence and other various expenses for the school.</li> <li>● Meeting dates for next year</li> <li>● Google form/survey to send to families for PTO feedback (likes/dislikes) from this past year. Dawn will help create with Mr. Hunter's help.</li> <li>● Discussion for new playground resources such as balls and outside toys for the recess cart.</li> <li>● Miss Paxton (fourth grade support teacher) is the staff member for the June meeting.</li> </ul>

<b>Next Meeting Details</b>	
June 13 next meeting	