

Seven Generations Charter School PTO Meeting Minutes

Today's Meeting	Date: 2/12/2020	Time: 2:00-3:30	Location: IS-EE classroom
Next Meeting	3/10/2020	6:30-8:00	IS

1. Introduction

Attendees: Dawn Campbell, Emily Palmieri, Jen Jones Paul Hunter, Amanda Cossman, Kelly Paxton, Jen Hersh, Johanna Roche, Kate Ressler, Carolan Gehert, Blair Keim, Angela Waldruff, Liz Hardy, Tatiana Galota, Louise Moyer, Katie Unger, Megan Roth

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 Jennifer Jones	<p>Check in, Intros, Mission and Norms review, Parking Lot review.</p> <ul style="list-style-type: none"> ● Review of the parking lot procedures <ul style="list-style-type: none"> ○ 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
Review/update Emily Palmieri	<p>Treasurer funds/updates *(Dan Schantz) etc; PTO funds handling form updated with iPad usage Dan Schantz-\$300 profit https://sevendenerationsschool.org/wp-content/uploads/2018/07/PTOAccountJan20.pdf</p>
Review/update Dawn Campbell	<p>EIC gallery walk and Teacher Appreciation week. EIC gallery walk-dinner for teachers. Idea has gotten positive responses from all the teachers who have heard about it. Dawn will create a sign up genius for donations with the help of Emily.</p>

	<p>Teacher appreciation week: Proposal: Toshi Long reached out about Teacher appreciation week to send flower grams (carnations) for the teachers. Dan Schantz sells bunches of carnations 25 for \$13.99. She would be happy to collect orders, order flowers, attach student notes, and deliver sorted teacher bouquets to the school. Since the school no longer receives cash payments, we would have to create a paypal button for families to order flowers. Flowers would be for sale for \$1 each. Flowers come out to be \$0.56 each. Paypal fees are 2.9%+\$0.30=\$0.33 per flower. This fundraiser would make \$0.11 per flower sold unless we increase the price of each flower. Idea would be to increase the price of each flower to \$1.25-\$1.50 if we want to have this as a more profitable fundraiser. Jen Hersh-Student government can deliver the flower bouquets. Dawn will get back to Toshi with information that was discussed and we can revisit this topic during the next meeting.</p>
<p>Review/update Emily Palmieri, and whoever else would like to speak on behalf of these events.</p>	<p>Upcoming Community events and Fundraising for February, March, April, May, and June *(bear creek sales/update, possible movie night in March, and waterpark, possible science night in April, Iron pigs, EOY campfire) etc. Feb-Bear Creek-9 tickets sold so far. Admin will reach out to teachers to promote it through ClassTag. March-Mad Science, March 19 no cost to PTO because school is running the after school club. Waiting on a time from Mad Science. April-Emily will reach out to Devon again about movie night. Check in with Andrea about the water park. May- Friday, May 1st 7:05 start IronPigs 7 tickets sold so far. Ticket sales end 30 days before the event. June- we don't usually start thinking about until April</p>
<p>Discussion/request 2 nd grade team *(Moyer, Unger, Roth and Galota)</p>	<p>Second grade teacher presentation/request Second grade teachers presentation for field trip funding. Second grade takes 11 field trips throughout the year. Right now there is a \$24 per student deficit after Hike-a-thon and other funds are tallied. The request to the PTO is to fund new field trip opportunity to Nurture Nature Center at the cost of \$728 or pay half of the \$24/ student cost that will be passed on the the families: \$12/student=780 This field trip would touch on multiple units they study in second grade: natural resources unit, energy/inventions units The decision is to table discussion until the next meeting after consulting the core committee meeting. The second grade team will email the presentation to Emily so that she can forward it to the rest of the core committee to review and vote. *The collaborative process the PTO came up with for in June/July for parties requesting funds requires-the request has to be made in person. The core committee needs to make a decision about whether there needs to be a certain number of members present to make that kind of decision.</p>
<p>Instruction/lesson Amanda Cossman, Jen Hersh *(Admin team)</p>	<p>Lesson on using the iPad and instructions; cash transactions versus credit card at PTO events *(clarification), PTO action plan on what to do if a meeting is canceled because of weather & admin can't RS that month. What does BOT do?</p> <p>Bring up the mobile version of the website on the iPad To sell spirit wear items without cash redirect to website page-left menu, get involved arrow, spirit wear tab and scroll down to item someone wants to purchase, add to cart and the buyer is redirected to Paypal to pay. Also under the get involved tab is community events and sign ups where people can purchase tickets for upcoming events.</p> <p>PTO login and password pin to log on to the iPad is all 1. Dawn will work on creating an instruction sheet to go be stored with the iPad describing how to use the PayPal now app and triangle.</p>

	<p>If a BOT meeting needs to be canceled due to the weather, they look at the agenda items to see if anything is time sensitive. The board and admin work together to reschedule if needed.</p> <p>In the case of needing to cancel a PTO meetings, the facilitators (Jennifer and Andrea) would reach out to admin make a decision to reschedule after contacting the core committee to confirm if there are any time sensitive events that need to be addressed.</p>
<p>Ending/discussion Jennifer Jones</p>	<p>Questions, concerns, parking lot items; our next PTO meeting is Tuesday night, March 10th from 6:30 pm -8:00 pm (IS building) *(Andrea Dougherty facilitating). 3/10 mtg. agenda items.</p> <p>Next afternoon meeting is on April 8, many of the experiences with teachers/staff from the silent raffle at the holiday fair are happening on that day with the rain date of April 15. Reschedule the April meeting to Wednesday, April 22 to accommodate these conflicts. Amanda Cossman will make the change on the PTO page on the school website.</p>
	<p>Upcoming meetings</p> <p>March 10 evening meeting 6:30-8:00 April 22 afternoon meeting 2:00-3:30 May 12 evening meeting 6:30-8:00</p>

<p>Next Meeting Details</p>	
<p>3/10 first grade proposal for service learning 10-15 minutes</p>	