

**DRAFT** March 14, 2017 PTO Board Meeting Minutes  
Randall Elementary LMC

Present: Megan Spicer, Amy Coad, Lindsay Feitlinger, Erin McMillan, Lisa Geraghty, Chris Rich, Colleen Johnson, Adam Hirsch

Administration present: Sylla Zarov, John Wallace

- I. Call to order by Colleen Johnson 5:35 pm.
- II. December meeting minutes – motion to approve passed
- III. Treasurer's report-Chris Rich
  - Balance, profit, and loss handed out and reviewed. In financially good shape.
  - Chris will investigate shortfall from this year's parking. Colleen indicated that one of the Badger games was held in Green Bay which explains part of it.
- IV. Update from West side PTO coalition meeting-Erin McMillan
  - Erin attended the last PTO Coalition meeting. Discussion focused on making stronger connections and improving communication with school board and engaging in more advocacy. There was discussion of groups that exist currently including the Superintendent's Parent Advisory Council. Reps from F/R include Soraya Neal, Paul O'Flannagan, Julie Thao, and formerly Kathi Seiden-Thomas. Need better communication between that group and PTO. Colleen can help connect.
- V. Membership meetings updates
  - Megan shared that the next membership meeting will focus on promoting creative thinking in children. Ideas for May include Pathways and an Equity/Inclusion topic. Colleen reached out to Rachelle Winkle-Wagner (waiting to hear about availability) and suggested a meeting at Bayview. Sylla indicated Bayview meeting makes more sense next year after their new Executive Director in place. Pathways likely the best bet for this meeting with goal of an Equity-related topic next year. Megan and Berta will bring recommendations for 2017-2018 meetings to the April 18 board meeting.
- VI. Parent Empowerment Groups (Colleen – updates via Tonya/Ellen) – 5 min.
  - Ellen and Tonya were unable to attend to night and sent their updates via email which Colleen forwarded to the Board. Those updates included:

HMONG PEG (Update from Tonya Rasmussen)

- Nurse Lovell Presented on health challenge, blood pathogens, and answered questions.
- Report cards:
  - We watched the Hmong parent video on report cards on the MMSD website.
  - Gave them printed Hmong version of the overview from the website explaining the report card.
  - Ms. Hamel at Randall printed out some of the report cards in case they have questions. Some parents brought their own copy.

- Mostly I think we just explained the big concept of how we are grading towards end of year standards. Questions about that.
- Tried to explain the difference between grade level growth and yearly growth. Some students made tons of growth but are still not at Grade Level. Parents had concerns about this, but we explained.
- Eggrolls at Carnival: Planned for Egg Rolls to make for the F-R Carnival which sold out. Parents took it all on. For the first time since we've been making these (13 years?) no teacher had to shop for ingredients. Parents did all the prep. Teachers and parents made eggrolls at 7am the morning of the Carnival in the Randall Gym/After school kitchen (which was a mess).
- Climate Survey (district):
  - We remind them to do it and to use the Bayview computers if need be - on their own time.
  - Parents either did not get the email or text invite or didn't know what to do with it, etc.
  - They requested the email go to their eldest child because they help with translation.
  - We emailed downtown about this. We think the best solution is to have a paper version and we could enter it. Because the survey was email dependent, we couldn't do that.

### LATINO PEG (update from Ellen Boyle)

Our Latino Parent Group has been in flux as of late, due to Yvonne's absence from an injury. Despite her absence many families attended our past meeting. I began the meeting by sharing the PTO's thanks for their participation with the Winter Carnival. They were so happy to have raised so much money (over \$600 we were told!) for the PTO as you all do so much for them during the year. They all agreed that this is a great way to help, that feels comfortable and doable to them. With Yvonne's injury they were hesitant to sell without her help at the Carnival, but I was able to fill Yvonne's spot and that was ok with them!

The theme for our meeting was "healthy habits and nutrition." Franklin/Randall nurse Lovell came to explain the 5-2-1-0 challenge and encouraged all families to participate. She handed out forms in Spanish and answered any questions that they had. The second speaker was late, so nurse Lovell took some time to answer other questions about health, community resources etc.

We then had a presentation by a woman from UW Extension who discussed nutrition, portion control, proper/healthy meal planning etc. By the end of her discussion she had the families "competing" to create the healthiest meals with play food. It was great to see/hear their participation and see their interest in providing healthy options for their families.

Our next meeting is scheduled for Thursday March 23<sup>rd</sup>.

## VII. Adopt-a-School update

- Amy helped to arrange a meeting with UW Athletics which has potential interest – further conversation needed. Megan updated that she and John met with the Edgewood School of Education and are waiting to hear about potential partnership.

VIII. Capital Budget update (Colleen) – 8 min.

### PTO Capital Fund Budget - through end of FY19

WORKING DRAFT 3/14/2017

Budget item	Price	Quantity	Unit	Total
Fans	\$ 43	42	fans	\$ 1,787
Math material storage	\$ 2,600	2	schools	\$ 5,200
Makerspace at Franklin	\$ 5,000	1	school	\$ 5,000
Personalized learning at Randall	\$ 5,000	1	school	\$ 5,000
Donation to SAIL for Randall mural	\$ 2,000	1	mural	\$ 2,000
Hold in reserve for future capital projects ( e.g. Franklin Play yard, others)	\$ 11,000	1		\$ 11,000
			<b>TOTAL</b>	<b>\$ 29,987</b>

Colleen reviewed the draft Capital Budget (above) which includes:

- Fans: Fans for each F/R classroom. Greatly needed!
- Math storage: F/R schools are adopting a new Bridges Math curriculum. The biggest issue is storage for the pieces and parts, assuming it will cost ~\$2600 for each school for plastic bins for all classrooms. The curriculum will roll out at Franklin in '17/'18 and Randall in '18/'19.
- Franklin Makerspace: MPL is part of the Bubbler consortium to develop “maker spaces” across the US. Franklin is turning the current main office into a ‘maker’ classroom which will be used to support REACH and Arts Integration in '17/'18. Part of the transformation is funded by the construction budget. This budget item would be seed funding that could be used to leverage other sources.
- Randall Personalized Learning: F/R have applied for a foundation grant to help fund this new approach to learning (giving children more control over their learning). If they receive the grant, additional funds will be needed for materials and furniture.
- SAIL Donation: Kati Walsh requested \$2,000 to donate to the SAIL alternative high school program at West that designed the mural. She had hoped we could fundraise for this at a mural grand opening, but donations at the mural painting day itself were so minimal (\$37) that it seems simpler to pay for this with existing funds than to ask families to give again for this specific need. Kati submitted a grant request to Regent Neighborhood Association to cover a portion of this. Colleen will find out the status of that.
- TBD Capital funds: We'll need to pay for the playground update at Franklin, but next steps are still being determined, so this line item would be on reserve to get that project started (significant additional fundraising will also need to be done in order to begin project).
- Locks at Franklin: Franklin would like to explore adding locks to the classrooms for Code Red- type emergencies. Sylla to follow-up on the costs. Sylla plans to

approach M3 to help with costs, but PTO may consider including in capital budget in case M3 is unable to help fully.

- Capital Fund amount: \$30,000 determined available based on [Capital Fund guidelines](#), approved by last year's board.
- Budget to be voted on at next month's board meeting. In the meantime, there is a need to approve funding for classroom fans as soon as possible so that work can be scheduled for summer.
- Colleen proposed a motion to approve a budget of \$2,000 for fans for both schools. Motion made by Adam, seconded by Chris, and unanimously approved.

IX. Board position descriptions (Lisa) – 5 min.

- Lisa will share a proposed committee structure during next month's Board meeting.

X. '17 – '18 Board Recruitment (Colleen) – 5 min

- Continuing members: Lindsay, Megan, Erin, and Adam have agreed to be nominated to serve again on the board. Chris Benish will also continue to do the bookkeeping/reimbursements as Assistant Treasurer.
- Colleen will break down all of the responsibilities and discuss with the continuing Board members to see how we can assign roles/duties for next year's leadership—more to come with a smaller group

XI. Franklin Play Yard update (Sylla) – 7 min.

- Paint the Playground: On Earth Day (4/22), Franklin will paint their playground. Calling for volunteers and exploring ways to decorate the fence.

XII. Meeting planning

- Our next meeting is 4/18 which will be our final meeting as a board.

XIII. Adjourn meeting

- Motion to adjourn meeting at 6:30 pm by Adam; seconded by Lindsay. Approved unanimously.

Prepared by Erin McMillan and Colleen Johnson