

Logan PTSS Meeting Minutes
April 4, 2018
Logan Mini Theater 9:00 AM

Attendees: Tanya Whelan, Kerri Randall, April Weber, Sarah Jenkins, Pamela Fine, Lily Guzman, Karen Thurman, Rosalba Torres, Christina Shinsky, Amanda McMurtrie, Carlos Brito, Susie Guest, Christopher Culbertson, Danielle Isaac, Will Wright, Aron Butler

Meeting start time: 9:03 am

Principal Report – Will Wright

- Thanks to all who helped with Book Fair, it was another successful year.
- PTSS bought the school a book last year called Assessment for Reading Instruction by Michael McKenna and Katherine Stahl for use in a year-long professional development program, and tonight is the last chapter. It has been very successful, thanks again for support on this.
- Superintendent Swift is doing another listen and learn tour this spring, but she is a finalist for the Seattle superintendent job so we're not sure how her move to the new job will impact the tour. Expect that meetings may be set up for groups of nearby schools, e.g., ours may be at Clague. Stay tuned for dates.
- Still thinking about a volunteer work day / painting day. We typically have a clean-up day before the school year starts, so we could combine these activities at an August date.
- Liz Margolis sent an email asking schools to form "safe routes to school teams" to look at safety issues and make some short and long-term recommendations. We did some of this shortly after I started with the parking lot traffic improvements, but will plan to start the discussion again and reach out to broader school community. With the new development to the north, we expect more traffic, though we have also seen plans for walking paths from there to the upper playground. Discussion of forming a committee to work with Clague folks.
- Please take a few minutes to fill out the school climate survey recently described in an email from superintendent Swift. This is very useful information to us, and we review the results closely. This is done annually and results are anonymous. Susie clarifies that this is different from the Thought Exchange email.

Teacher Report – Tierra Jackson & Chris Culbertson

- We had a successful Reading Week, including Family Reading Night. Also had a fun assembly with staff reading passages and dancing. Videos are available via our social media sites.
- We added six new flags to our cafeteria collection.
- Heritage Festival is coming up Thurs April 19 from 6-8pm. Participation forms are coming in. Lots of different groups will be represented with lots of food. This year we will be offering a passport to the kids to take around and get stamps for visiting different countries. Mayor Taylor has accepted our invitation to make an appearance as well.
- Student Council and Project Unify are collaborating to do an Earth Day activity on April 20.
- Girls on the Run 5k will be at 6:30pm on Fri May 11 at Rolling Hills County Park.

- Several student music performances are coming up. On April 26th: Y5 & K at 6pm, 1st grade at 6:30pm, and West, Wood, and Brooks classes at 7pm. Vocal music performance by grades 4-5 on May 24 at 6pm, and by grades 2-3 on May 31. All these dates on the community calendar.
- Second grade movie night raised \$300 for the shelter association, so thanks to all who participated!

Officer Reports

- President – Susie Guest
 - Parent concern about smartphone use. Discussion about on online pledge related to postponing giving smartphones to kids till 8th grade. Susie emailed a link to the website to PTSO members (www.waituntil8th.org).
 - Box tops prizes will continue through the school year, this month's is popsicle party.
 - We got thank-you notes from the 4th graders related their AASO field trip last month. They are here if you want to look through them.
- Treasurer – Kerri Randall
 - Deposits of about \$5k this month, including: \$3590.64 from book fair (still expecting some expenses), 3rd grade camp deposits, Airtime fundraiser, Kroger rewards program, PTO Council donation related to Kerri attending treasurer training. Noted that additional funds from Science Olympiad had been mislabeled as a parent donation.
 - Expenses of around \$1800, including: cork strips from Office Depot, Kurdistan flag, assembly programs, busing for AASO.
 - Current account balance is about \$44k, which seems like a comfortable amount compared to last year.
 - We got a field trip request for \$659.72 for Y5/K classes to visit the Health Exploration program run by St Joe's.
 - Kerri reminds folks that we already funded the Wiards Orchard trip for Y5/K last fall, and did not build another trip into budget. With our current balance we could probably cover it, but Kerri wanted to bring it to the group to discuss given competing priorities for rock wall, teacher vouchers, etc. As a pediatrician, she may be biased in favor of health education, but she feels this trip/program provides good information.
 - Question about where we're at on field trip spending so far. To date we've spent about \$3200 of our \$5000 target, and still expecting \$320 for Leslie Science Center visit, \$500 for 3rd grade camp trip, about \$1000 for 5th grade trip to DIA & DSO, plus possible request for 3rd grade going to Lansing.
 - Discussion of how firm the \$5k cap should be, whether we're setting a bad precedent by funding two requests for one grade but may deny second trip to others. Kerri suggests it could be ok to spend different amounts for different grades, but to be consistent from year to year, so that kids will be treated fairly over time as they move through the grades.
 - **MOTION is made to vote on funding Health Exploration program field trip, and is seconded. VOTE PASSES with approximately seven in favor and one opposed.**

- Discussion continues after vote about the 3rd grade camp bus expense. This is a large expense because of two-day length (two trips out/back) and the need to move luggage. Some conflicting cost estimates were cited from different sources, and some concerns were raised about the idea suggested last time to recruit parents to drive luggage in private vehicles. Susie suggested we make a special line item next year for the camp transportation expense, and consider broader options like getting a charter bus that could hold luggage below seats.
- Mrs. Krile has submitted \$350 voucher request for classroom materials (Kerri wanted to verify whether it's \$100 over original \$250 voucher or \$350 over). Kerri will send out a request to staff for any additional expenses and then we can consider them all at the next meeting. Susie suggests we need to be careful not to go over \$6500 voucher budget, and asks Kerri to draft a message to teachers to get an estimate of remaining submissions this year.
- End-of-year book drive, discussion of ideas raised last meeting. Mr. Wright suggests at-risk readers could pre-shop the “store” and get 7-10 books each, then the rest of the classrooms would come through. Discussion about how these drives in the past tend to produce more books for younger age groups, so we may need to balance this by buying some upper EI levels from Scholastic store/warehouse in Birch Run at an estimated cost up to \$140. Plan for the donation drive to run through the month of May. Discussion of getting a nice, reusable banner sign designating the event and/or donation area, at estimated cost of \$60. **MOTION made to create line item for \$200 annual book drive budget, and is seconded. VOTE PASSES.**
- Kerri will set up a budget planning meeting in the next few weeks, so look for info on that.
- After putting up soccer nets in the upper playground, Dave Randall commented that there are lots of holes and muddy areas in the soccer & baseball fields. Can we bring this to AAPS grounds crew? Or should PTSO committee cover filling and seeding? Mr. Wright says this was supposed to be covered under the recent millage, and he will look into it. Dave is also reaching out to AA Rec & Ed to see about getting new nets. Mr. Wright will also ask lunch supervisors to do an inventory of balls and other lunch hour equipment, and may want to tap the PTSO \$75 equipment voucher for these supplies.
- Secretary – Aron Butler
 - Nothing to report.
- Fundraising Chair – Christina Shinsky
 - Requests thoughts and ideas on hiring an event company to run the fall Fun Run, with goal being increased fundraising and less effort for PTSO. Discussion of typical fees on the order of 10-20% of donations, but this is not a firm estimate. We should look into some stats for how much they could increase fundraising, and whether it's worth the cost.
 - Sarah Jenkins reports on the book fair.
 - Total sales were \$6358.19, a bit less than last year. Will take \$1k profit for the book room (not part of PTSO budget per bylaws), but details on how that is utilized across students and classes are not clear.
 - Some teachers received no purchases from their wish lists, so PTSO spent ~\$850

- from its proceeds purchasing discounted items for some classrooms based on size of their wish list and what their classroom libraries are like. Some teachers don't seem as interested in getting many books, so we should consider having a discussion with teachers next year to find out whether they might want some other academic materials. Another idea for wish lists is to offer teachers to allocate their share to library purchases.
- Family reading night was great event, but the free books they were handing out may have reduced sales a bit, so maybe consider whether we want to do that again. We did charge tax this year, which could have reduced sales some too. Mr Wright says new reading law requires we host a reading night, and it seems like a good fit with book fair, but the book giveaway isn't a requirement so could be changed.
 - Discussion about how kicking off reading month with Book Fair might be good, and could make setup/break-down less stressful than just before spring break like this year. Susie suggests we reach out to the Scholastic contact and see about moving it to the first week of March.
 - Second grade classes won the coin drive (\$38.39 total), so Sarah plans to let them pick out some books for purchase for the library.
 - Suggestion to offer opportunity to donate a book to the library. Other schools have library books with stickers inside saying they were donated by a family. We could offer tax-exempt donation letters in fixed amounts, e.g., \$15.
- Academic Coordinator – Christy Landefeld.
 - Our last assembly on traditional arabic music is Thurs April 12, and parents are welcome to attend. Lower EI program is from 9:15-10am and upper EI from 10:50-11am.
 - She will send questionnaire to staff for feedback on assemblies this year, and expects to share those results at the May meeting.

Committee Chair Reports

- Beautification – Rosi Torres & Carlos Brito
 - Nothing to report.
- Bylaws – Pamela Fine
 - Thanks to all who volunteered to be on the officer/committee slate. Many are renewing their roles for another year, but we are excited to have one new person for art/book fair committee co-chair. Open positions include academic coordinator. Christie Landefeld taking over volunteer coordinator as Tiffany and Ana won't continue next year. Two parents have voiced interest in disability workshop.
 - Goals committee met in March, and the draft is circulated here for review. Highlights include asking a PTSO officer to join staff meetings a few times a year; using best practices like sign-up genius for volunteers; doing a better job broadly publicizing PTSO nomination roles and suggesting folks to commit to a two-year tenure; and others listed on the sheet. Pamela intends to have final version of the goals at the end of this month.
- Hospitality – April Weber
 - Staff appreciation week is May 7-11, so start thinking about ideas for gifts and events. Discussion of whether this is also ACES week; Mr. Wright notes that ACES is not on the calendar so he'll follow up with staff to find out. We typically purchase a small gift for

every staff member, but we could consider spending on something bigger for communal use, e.g., in teacher lounge. April talked to some staff and the individual gifts are very popular, so please send any ideas.

- Social Events Coordinator – Tanya Whelan & Tierra Jackson
 - Spring Carnival is Friday, June 1. Tanya discusses volunteer spots still open.
 - Asks for feedback/ideas on the games and activities.
 - Some ideas so far:
 - Use Sign-up Genius instead of Google Docs for better reminders, etc.
 - Need more support on basket drawings and silent auction.
 - Instead of doing the sweet treat trot onstage, do basket raffle onstage. Also use sign-out sheet when people are taking their basket.
 - PLTW teachers are required to do an expo, Mr. Wright will ask Mrs. Zeuty whether she can do that in the gym, how much space is required, etc. Christina says the silent auction needs a more spacious home than last year; doing it in the gym would be good so consider how to coordinate this with cake walk.
 - Discussion of Girls on the Run doing a lemonade fundraiser for service project requirement (donation to PTSO).
 - We liked the upper EI playground for larger events, but need to have more signs or maps when folks come in to orient them to all events. Also Tanya will look at getting aprons or some other things for workers to wear.
 - Want to buy a full-size popcorn maker for school events. Susie says we can do a vote on having a specific budget item for this so it doesn't come out of Carnival budget since it will be widely used for other events.

Adjourned at 10:33 am.

Next Meeting Date: Thursday, May 3rd at 7pm in Logan Mini Theater.