

## Bach Elementary PTO

### General Meeting Minutes

September 15<sup>th</sup>, 2016, 6:30-7:30pm, Bach Multi-purpose Room

Meeting called to order by Emily Rahim 6:40pm

Attendance (Recorded Separately): 10 Board Members, 20 Guests

Minutes: Motion to approve May 18, 2016 Minutes Nieka Apell, 2<sup>nd</sup> Katie Richards-Schuster, Unanimous in favor

Icebreaker – M&M's Questions

Principal's Report given by Alison Epler

- Curriculum Night –
  - Thank you to all who joined for this evening!
  - The theme this year is KINDNESS!
- Action Plans –
  - We will be looking for people – parents and students – to get involved and be a part of School Improvement – 3 main areas:
    - Academic
    - Climate & Culture
    - Aesthetics
- Lunch Supervisor Needed –
  - Looking for a Lunch Supervisor M-F, 11am-2pm
- Dates –
  - Bike to School Day – Sept. 28<sup>th</sup>
  - Conferences – Oct. 10-14<sup>th</sup> – more info to follow through the classroom teachers.
- Snack –
  - Fruit or vegetables only until classrooms make a decision regarding restricted foods.
  - Classrooms may begin allowing other healthy snack options once allergy information is fully reviewed.
  - Updated letters with info about allergies and food restrictions as well as any change to the classroom snack allowance in individual classrooms will go out soon.
- Lunch & Breakfast –
  - Open to all students and families who would like to eat breakfast.
  - Any child who wants to breakfast may come in to buy it, starting 8:30am.
  - Times, prices, and menu will be posted this week.
  - Students can ring the buzzer to come in the main entrance, or Ms. Salvner can let them in the side door.
- Buses –
  - Have been tardy and crowded
    - Principal Epler has been in contact with Durham bus service and let them know that this is unacceptable.
    - Durham will be working to fix the problem (rescheduling bus schedules)
- Before and After School Supervision –
  - Bus riders used to have to remain on the buses until the first bell, but now they will be allowed off of the bus, but must wait outside of the school doors supervised by support staff members.

- For now, the bus riders will not be allowed to play on the playground, but we can talk later about the possibility of arranging enough supervision for them to be permitted to play on the playground.
  - All teachers have assigned am/pm posts.
    - School staff is still working out the kinks
    - When subs are needed, teachers are responsible for putting these posts in their sub plans.
  - Razzkids –
    - Requesting a Razzkids license for each classroom (grades K-2)
      - Each license covers about 36 students
      - \$95/license x5 classrooms
      - Can be used at home
      - They are currently using these in the classrooms, but the license expires in October.
- Katie Richards-Schuster motioned to approve 6 sets of Razzkids Funds, 2<sup>nd</sup> Beth Miller, Unanimous in favor**

#### **Teacher's Report** given by Jan Smith

- Box Tops –
  - Jan Smith is taking over Box Tops and has been filled in on the balance.
  - The winning class will earn extra recess (and the teacher will get extra plan time bc Jan will cover this time for them).

#### **Officer's Reports**

##### Presidents': given by Emily Rahim, Nieka Apell, & Katie Richards-Schuster

- Minutes will start being posted to the website so they will be visible to all.
- This year, we will be adding speakers on topics of interest at future PTO meetings.
- Volunteers are still needed for many positions.
  - SCRIP is a big one in need of a volunteer.
  - There are others open too, and some can be managed mostly from home.
  - Anyone interested in volunteering can email the Bach PTO.

##### Treasurer: given by Melanie Rountrey & Stacey Pomranky

- The authorized signers on the Bach PTO accounts at the UM credit union are currently Patricia Kalosa and Derek Vaughn. They will be removed from this and all Bach PTO accounts.

The new signers on the UM credit union account (and all Bach PTO accounts) will be the 2016-2017 elected Treasurers, Stacey Pomranky and Leah Wright.

- The new signers on the 5<sup>th</sup> Grade account will be Stacey Pomranky and Leah Wright. Any other current signers should be removed from the account.
- The name of the Library account is changed to the Stephen's Theater Fund. Kathy Trudell should be removed from this account. Authorized signers for the Stephen's Theater account are Stacey Pomranky, Leah Wright, and Amanda Houston.

**Motion to approve these changes made by Martha Gove, 2<sup>nd</sup> Nieka Apell, Unanimous in favor**

## Events Reports

Event: Family Science Night given by Melanie Rountrey & Cathy Leitner

- This year's FSN will take place a little earlier in the year to avoid conflicting with other December events– 6-8pm, Friday, November 11<sup>th</sup>
- There are a variety of different programs offered (with different prices)
  - A PTO vote was to be placed to choose the theme, but it was decided to let the students select the theme this year.
  - Pioneer HS and Skyline HS students are volunteering again this year.
  - Since the Hands-On Museum will need a 25% deposit as soon as possible, it was suggested that we put 25% of the most expensive option (\$1060) down.

**Motion to approve deposit of \$265 to the Hands-On Museum for the Science Night made by Katie Richards-Schuster, 2<sup>nd</sup> Laurie Nutt, Unanimous in favor**

- There has been talk about doing a different science program (during the school day), perhaps also in collaboration with the H-O Museum. We have been contacted by Andrea Reynolds at the H-O Museum about such opportunities. Anyone willing to take a lead of this can get in touch with Melanie Rountrey. It is possible that this may instead be something the school initiates instead of the PTO. We will discuss this event possibility at a later time.

Event: FUN RUN given by Allison Waugh

Friday, Oct. 28<sup>th</sup> at school/Sunday, Oct. 30<sup>th</sup> Obstacle Course

- Largest fundraiser of the year!
- Last year's goal was \$12,000, raised \$19,000 – hoping for the same this year.
- Water will be outside for the kids this year.
- Things are falling into place!
- Conner O'Neil's after because a portion of purchases that day go to Bach PTO (if patrons tell them they are with Bach).
- Class that gets the most # of laps is the winner. There will be a class prize.
- 100 Lap club! Get a photo taken and posted.
- Parent volunteers will be recruited – this event will take many! There will be a Sign-up Genius coming out closer to the date.

## Student Voice

5<sup>th</sup> Grade students, Sahara Seneviratne, Dominic Schuster, Eve Sarnecki, Zain Rahim

Topic: Outdoor Water Fountain

- The students initiated a fundraiser at the Ice Cream Social to raise money for a water fountain.
- Raised about \$325
- There are already plumbing lines available.
- Now that they have funds, can we arrange having it installed?

Alison Epler will invite Ms. Hein over from central office to discuss this. There is a district plumber who will come and check to see if we can use the existing spot. We will then determine whether more money needs to be raised. If so, then we will need to decide how we will raise the additional needed funds.

Topic: Free Library

- 2 versions are available
- It could be indoors or outdoors, with pros and cons to each.

It was decided that, as a school, we will look into getting more student, teacher, and parent collaboration to pursue this.

## New Business

Topic: Fundraising – request by Fundraising Coordinator, Emily Deedler

- A few fund requests came at the beginning of the year with little notice.
- Could a call for fund requests go out to teachers and parents so that more notice is given in the future.
- In addition to putting fund request forms in the PTO mailbox in the office, it has been requested that those seeking funds from the PTO send an email as well letting the PTO Treasures know there is a request waiting.

Topic: New Racks for Folding Chairs in the MPR, suggested by John Beeson –

- The current racks are difficult to use and do not store the chairs effectively.

It was agreed this was something that should be looked into further. It may be something that the school can fund rather than the PTO.

Topic: Idling Cars (Before and after school), presented by John Beeson –

- Could we look into a way to discourage people in cars to stop idling?

Suggestions included:

Having teachers to arrive at their posts at 8:30 so that parents do not feel compelled to wait in an idling car because they feel uncomfortable dropping off their children unsupervised, Putting up signage  
Having children congregate by class (with adult supervision for each group)  
Using parent volunteers to monitor (although potential liability concerns)  
Paying someone (as we do crossing guards and lunch supervisors) to supervise these times  
(although PTO cannot hire employees).

We should look into how other schools (like Open Elementary) manage this problem, and revisit this at a later date.

## Funds Requests

Request: ELL request, presented by Nieka Apell on behalf of Suzanne Vu

- She would like to institute lunch groups (as she does at Dicken Elem.) for her 40+ ELL students at Bach.
  - Asking for a small supply budget – between \$50-100
  - Could we put similar \$2/Student for her as we do for Specials teachers?

**Katie Richards-Schuster motioned to approve a \$100 ELL Fund (Suzanne Vu) for 2016-2017 school year, Laurie Nutt 2<sup>nd</sup>, Unanimous in Favor**

- ELL Tutoring Support – Suzanne Vu would ideally like to have qualified tutors.
  - \$11/12/per hour for qualified tutors.
  - \$500 would cover 1hr/per child per week of tutoring for 6-7weeks.
  - This would secure tutoring until she has an idea of whether she can procure other funds.

WE were reminded that this topic came up last year, and that the PTO cannot provide/pay for employees. As Bach is known as an ELL-welcoming school, we would really like to have the extra ELL support provided.

Alison Epler will be contacting the ELL District contact in order to discuss what can be done to procure the tutors and support necessary to enhance the ELL program.

Request: Lucy Calkins Reading Kits for Kindergarten, presented by Jan Smith

- These would supplement our reading program, enhancing what is already being used.
- The Writing Kits are currently being used and are excellent.
- \$310/Kit that comes with a book and CD of resources.

The question as to whether a kit could be shared among the three kindergarten classes was posed.

The answer was that the kindergarten teacher would make this work this if they must, but it would not be ideal.

## **Old Business**

Topic: Establishing Environmental Stewardship, presented by John Beeson

- There is a great deal of interest in establishing an Environmental Stewardship Committee at Bach. Aims of the ES Committee will include:
  - Establishing Best Practices we can distribute to classroom teachers.
  - Encourage use of Reusable Plates, Compostable Products, etc.
  - Conduct a Waste Assessment (4<sup>th</sup> grader parents, Aaron Burman is familiar with this and would be involved). A WA involves someone coming in and observing waste we are producing, what we are doing with it.
  - Eliminate glare by reworking the building so that shades must not be constantly drawn.
  - Look for alternatives to manage waste productively.
  - Get students, parents, and teachers involved!
    - Mrs. Gleeson & Mrs. Ezekiel are teachers to contact.
    - John Beeson and Aaron Burman are motivated parents.

Bach is an Evergreen Level Green School (the highest level in Michigan), but we could be doing better. Other schools have been very successful (but are mostly outside of MI). The Center for Green Schools is good program to start with, and they may have better contacts and support in place. We are at the highest level within the state, but we can aim for national levels.

We will call for volunteers to establish an Environmental Stewardship committee in the next PTO newsletter.

**Motion to adjourn made by Katie Richards-Schuster, 2<sup>nd</sup> Nieka Apell, Unanimous in favor  
Meeting adjourned at 8:50pm**

**Next Meeting is 6:30pm, October 20<sup>th</sup>, 2016**

**Minutes compiled by Secretary Melanie Rountrey**