

Thursday September 14, 2023 9:22 AM  
September PTO Meeting Minutes

Approved June 2023 minutes Cheryl and Jenny

#### Third VP - Mrs N.

- Thank you for the welcome back breakfast
- Training for new and returning media center volunteers will be today at 2:45PM
- Reminder: come and see the specialist teachers on back to school night!

#### Officer Atme

- Introduced himself, he is a local resident and glad to be at our school

#### President's Report - Theresa

- Thank you for a wonderful first day of school, 5th grade kick off, spirit wear chairs and newcomers tea
- Thank You to Eric for all his hard work this summer. If there are any web related problems please reach out to Theresa
- Bagel lunch starts on Monday, pizza will start on Wednesday, Nicholas Markets is up and running for Tuesday, Thursday and Friday
- Back to School Night September 19th
- No School on Monday September 25th
- October 3-5 Book Fair
- October 14th is Parents Night Out
- Thank you to Cara for helping with Remembrance Day flags
- There is a new sign in process (key fobs will not work) you must bring in your driver's license to scan each time you enter the building

#### 5th Grade Reps- Cara

- Volunteers are still needed for pizza lunch.
- Reminder emails will be sent out every week with spots that are still open

#### Class Parent Chair-Erin

- Class parent selection emails were sent out
- There will be a class parents meeting after school or available through Zoom

#### Kindergarten Parent Rep- Caitlyn

- Please feel free to contact her with any questions

#### Bagel Lunch- Alysha

- Bagel lunch will start Monday September 18th
- Remember to volunteer- time slots are small 20 minutes

#### Book Fair - Beth

- The book fair will run 10/3-10/5. It will be open 10/4 in the evening during the October PTO meeting. Kids can browse during the day and then parents can buy that night.
- Scholastic e-wallet will be available to set up or use for returning families. The money left over will always roll over to the next year as long as you use the same email address.
- Remember to volunteer

#### Treasurer Report- Andrea

- Please see slides for detailed information

- Economy shop brought in more money than expected
- Hoping that last years excess will make up for not having the Golf Outing
  - The Golf Outing is being scheduled for next Fall 2024
- Assemblies and author visits has doubled
- Kids Night had an increase to accommodate last year's actual spending
- Funds allocated for the canceled Back to School bash will be distributed over a few enrichment items throughout the year
- Please use the Google form for all reimbursements

### Treasurer Report

This year the money you help the PTO raise goes to:

- ★ Assemblies and Author Visits
- ★ Student Enrichment
- ★ Defraying the cost of Field Trips
- ★ Kids Night Out
- ★ Field Day
- ★ 5th Grade Send off Events
- ★ Books to expand Media Center
- ★ Science Fair
- ★ Teacher Appreciation Events
- ★ Teacher Select Fund
- ★ Musical stipend
- ★ Theme Day
- ★ Green Team Events
- ★ Flag Pole Maintenance
- ★ Poison Ivy Control
- ★ Year End Celebration
- ★ School Wish List Items

|                   | Budgeted |
|-------------------|----------|
| <b>Revenue</b>    | \$81,363 |
| <b>Expenses</b>   | \$81,363 |
| <b>Net Income</b> | \$0      |

### Expenses

|                                  | Total    |
|----------------------------------|----------|
| Enrichment                       |          |
| 4th & 5th Grade Tiles            | \$1,200  |
| 5th Grade Expenses               | \$17,800 |
| Assembly/Author Visit            | \$6,000  |
| Field Day                        | \$2,600  |
| Field Trips                      | \$3,000  |
| Front Office Supplies/Enrichment | \$650    |
| Green Team                       | \$1,200  |
| Kids Night                       | \$4,000  |

← Doubled this from Last Yr

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### Expenses (continued)

### Total

Enrichment (continued)

|                         |                 |
|-------------------------|-----------------|
| Media Center            | \$1,200         |
| Musical                 | \$1,000         |
| Science Fair            | \$500           |
| Teacher Select Fund     | \$5,500         |
| Theme Day               | \$9,000         |
| Student Enrichment      | 4,000           |
| Wellness Fair           | \$1,000         |
| Wish List               | \$12,613        |
| Year End Celebration    | \$1,000         |
| <b>Total Enrichment</b> | <b>\$72,263</b> |

← Back to School Bash Funds

← Wish List Slide

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| Expenses (continued)                                       | Total   |
|------------------------------------------------------------|---------|
| PTO Operating Expenses                                     |         |
| Babysitting for PTO meetings                               | \$200   |
| Business (supplies,PTOffice, Zoom)                         | \$1,350 |
| Coordinating Council Dues                                  | \$2,000 |
| Friendship Basket                                          | \$500   |
| Hospitality & Alumni                                       | \$450   |
| Incoming Families (Kindergarten, Newcomers meet and greet) | \$450   |
| Maintenance (Flag pole, Lightspeed, Poison Ivy)            | \$700   |

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| Expenses (continued)               | Total           |
|------------------------------------|-----------------|
| PTO Operating Expenses (continued) |                 |
| Miscellaneous                      | \$500           |
| President's Fund                   | \$700           |
| Staff Appreciation                 | \$1750          |
| Volunteer Appreciation             | \$500           |
| <b>Total PTO Expenses</b>          | <b>\$9,100</b>  |
| <b>Total Expenses</b>              | <b>\$81,363</b> |

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## Treasurer Report

| Wish List Item                  | Estimated Cost  | Actual Cost    | Remaining      |
|---------------------------------|-----------------|----------------|----------------|
| Birthday Books                  | \$500           | \$             | \$500          |
| Lightspeed/Red Cat Maintenance  | \$1,000         | \$             | \$1,000        |
| Outlast Blocks - Courtyard      | \$1,900         | \$             | \$1,900        |
| Programs for Musical            | \$500           | \$             | \$500          |
| Promethean Boards (2) + Install | \$7,013         | \$7,013        | \$0            |
| Stage Lighting (3)              | \$1,700         | 0              | \$1,700        |
| <b>Total</b>                    | <b>\$12,613</b> | <b>\$7,013</b> | <b>\$5,600</b> |

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## Treasurer Report

**Outflow Greater than \$500**  
 → \$1,753.25 Promethean Boards 25% deposit  
 → \$525 Parents Night Out

**Inflow Greater than \$500**  
 → \$1,466 Fall Spiritwear Sale

**Outstanding Expenses:**  
 ★ \$5,259.75 Balance on Promethean Boards  
 ★ \$750 Robert Skead's Author Visit

**Open Activities:**  
 ★ Parents Night Out

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## Treasurer Report

### PTO Membership Dues vs Class Money

Although optional, these contributions help with the following:

| PTO Membership Dues                                                                                                                                                                                                                                                                                                                                                               | Class Money                                                                                                                                                                                                                                                                             |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p>→ Contribute online</p> <p><b>\$20 PER FAMILY</b></p> <ul style="list-style-type: none"><li>★ You receive a hardcopy of the school directory with your info included in the directory</li><li>★ Helps finance the PT Office subscription and other PTO operating expenses</li><li>★ You receive PTO Membership incentives (such as opportunity to be a class parent)</li></ul> | <p>→ Contribute via your child's class parent</p> <p><b>\$20 PER CHILD</b></p> <ul style="list-style-type: none"><li>★ Supplies for your child's class parties</li><li>★ Teacher Appreciation gift for your child's teacher</li><li>★ Class tricky tray basket for May Dinner</li></ul> |

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#### First VP- Kristen

- If you sign up for PTO and pay the dues each family will get a hardcover directory that has useful information about classes, teachers and event chairs. She will do her best to have them out by "Ghosting" time!
- 5th Graders design the cover
- There will be a Zoom meeting with all event chairs soon

#### Second VP- Michelle and Julie

- Mini-Photo Shoot is a current fundraiser going on. There are two dates available. Information has been emailed out
- Box Tops Coolidge has received \$11,000 over the years. Our code for the app is **LGDS4MJ8** it is very easy to sign up and then scan your receipts
- Name Bubbles is an ongoing fundraiser this year. Coolidge will receive 20% back on each purchase

#### Economy Shop- Ashley

- Volunteer!
- Opens next Tuesday September 19th
- Each class parent is responsible to volunteer once per year
- Open during school hours, Thursday open late, Saturday open during the day
- Coolidge volunteer week is 10/17-10/21

#### Principals Report - Mr F.

- The new soft opening of the school is going well. The teachers have made a schedule for the children to enter their classrooms at 8:40 and start to acclimate for their 8:50 start.
- Continuing this year to focus on cultivated support in the classroom environment. We discuss the first six weeks of school as the vital time for students to internalize the routines of the classroom.
- Zones of Regulation is being used to help teach things like self regulation
- Workshop based instruction- mini lessons about 10 minutes are taught then broken into smaller groups after a time the class is brought back and reviews what is being taught

- Small group instruction- Provides a good time for students pulled out for extra support.
- The book “Yardsticks” is a good developmental milestone guide
- Academic rigor- reminding student that they are capable “you can do this”
- Every person that enters the school will need to scan their drivers license
- Reminder that it is not appropriate to take photos or videos while volunteers are here for events and lunches. The restrooms upstairs are for adults, do not use the childrens bathrooms, do not open or prop open any exterior doors, all volunteers must enter through the main entrance
- For lunch, volunteers are there just to serve. There are aides and teachers there to supervise.
- The Promethean boards will be in the music room and 4K classroom. Mrs. Kang is Google Certified and will use it as a learning platform for other staff.

Meeting ended 10:45AM