

# Kloefkorn Elementary School

## Parent Teacher Organization (PTO) Meeting Agenda

November 17, 2017

### Our Mission

*The purpose of the PTO is to enhance and support the educational experience at Kloefkorn School, to develop a closer connection between school and home by encouraging family involvement, and to enrich the environment at Kloefkorn School through volunteer and financial support.*

### Meeting Agenda

- Call to Order / Welcome (Emily Killham)
  - Called to Order at 6:30 p.m.
  - Board members present: Emily Killham, KayCee Wanser, Angela Korpas, Shanti Gangadharan, and Erin Schroeder.
- Review/ Approval of minutes from prior meeting (Angela Korpas)
  - Approved.
- President's Report (Emily Killham)
  - How do we best advertise our 2nd Kloefkorn PTO Amazon smile account, for which we earn a greater percentage (between 4 and 10%)? Send out a flyer? We will pin the web url to the top of the PTO facebook page and webpage.
  - After School Programs - Angela O'Neal is working on programs for next semester. Trying to make a decision on the Spanish Club, sounds like classroom management is the issue.
  - Parent Email: We received an email from a Kloefkorn parent, wondering if we would we like to invite a speaker (from Smart Girl Society) to talk to parents about online safety at one of our General PTO meetings. We are concerned about the level of attendance for this. Maybe do it for parents on a movie night. Or maybe have someone from LPS to speak on this?
- Treasurer's Report (KayCee Wanser)
- Principal's Report (Lisa Swiatek)
  - Our 3rd and 5th graders recently completed MAP testing, and it went smoothly. Mrs. Bowhay is looking for an Artist in Residence for May. There will be no school November 22 - 27. December 5th is the Chorus concert, December 7th is the Band concert, and December 11th is the Strings concert.
- Teacher's Report (Kristy Kennedy)
  - Thank you for all the work PTO does. 4th grade teachers are excited for an upcoming field trip to the planetarium at Morrill Hall, which matches the Science curriculum exactly.
- New Business (PTO Members)
  - Should we have Rita's Ice at the 12/8 movie night? There will be no more Rita's Ice indoors because the floor stains from it are significant. Maybe do it in warm weather, when it can be outside.
  - Dine Outs: Families like the magnets, and the yard advertising is being used.
  - A Dinner for staff is next Tuesday, November 21st.

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November 17, 2017

- YMCA Strong Kids/Kloefkorn Event: This event should be scheduled for February, after Feb 14th. The Copple Y will be open for just Kloefkorn families - members and non-members. Families can make donations to the Y's Strong Kids Campaign at the event. Erin Schroeder will organize this event and will contact Chris the Director for more information. The YMCA would like to hold the event on a Saturday evening, from 7-10 p.m. Advertising will include: A brochure in Friday folders (to go out 3 weeks before the event, Christy can make copies), Shanti will do mailchimp, Mrs. Bowhay will include it in her morning announcements, signs at school. We need to let people know what activities are available. We could sell pizza at the event or do pre-ordered boxes from GoodCents.
- How should we spend PTO money this school year?
  - Possibly another Bike Rack.
    - The current racks are full and bikes are on the ground, which is a safety situation. Although the graduating 5th grade class is large, next year we'll have about the same number of students at Kloefkorn.
  - Kindergarten/1st substitutes to help during Reading Assessments.
    - Teachers of younger students (K/1) thought this was beneficial and Mrs. Kennedy reported that Teachers of older students (2-5) did not have a problem with the K/1 Teachers receiving this help. The District used to do this, but because of financial constraints stopped. We have 3 K and 3 1st grade classes this year. Mrs. Swiatek will ask the Leadership Team how this can best work. We could ask teachers which two quarters are the heaviest hitters. 1st quarter is always a lot because kids are getting used to school and testing. Maybe offer this to K/1st teachers for Q2 testing? How beneficial was this last year? Students miss out on 12 weeks of Guided Reading instruction time due to testing (all testing times). Guided Reading is an hour every day, and some kids go twice a day if they are not at grade level. If a substitute day adds 7 hours of instruction time, this is equal to a week and a half of instruction time. If we offered this twice a year, there would be 3 weeks of instruction time back, if not more because you can get more testing done when you can focus and not be disturbed.
  - Sound system in multi-purpose room (similar to what Adams Elementary has).
    - This would cost around \$20,000. Possibly First Plymouth Church would be interested in this as well for their Sunday worship services. This could be a targeted fundraising campaign. We need to explore the benefits from this - for example, would it help with concerts, etc.? Emily Killham will let Mrs. Bowhay know we'd like a bid for this.

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November 17, 2017

- Window coverings in multi-purpose room.
  - Emily Killham will speak with Mrs. Bowhay about the window tinting.
- Public Art Project: The PTO could purchase one at the next auction in October and display it outside the school (in the past it was lightbulbs, hearts). A few schools' PTO's did this last year. Could do a school hat day to raise money for it, for example.
- Committee Reports (Committee heads)
  - **Affiliate Programs**
    - See above discussion.
  - **After School Programs**
    - See above discussion.
  - Art Fair
  - Book Fair
  - By-Laws
  - Directory
  - Environment
  - Fifth Grade Celebrations
  - Friday Folders
  - Fun Night
  - Fundraising
    - Cactus/Poinsettia Sale will end soon, we may extend the deadline. Next time, we should make sure to give flyers to teachers and staff who don't have students at Kloefkorn.
    - Connect with Trishia Weibusch on Janet's Jungle sale.
  - Hospitality
  - Membership
  - Movie Night
  - Picture Day
  - Playground
  - Safety
  - **School Celebrations**
    - Classroom parties are Tuesday.
  - Science Fair
  - Spirit Wear
  - **Yearbook**
    - Send any photos you may have of Kloefkorn events to Katie Thimmesch.
- Unfinished Business (PTO Members)
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- Announcements
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- Speaker

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November 17, 2017

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- Adjourn
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- Calendar

### November

- 11/17 Poinsettia/Cactus Sale Order due
- 11/21 Fall Room Parties
- 11/21 Goodcents Dine Out
- 11/28 Raising Canes Dine Out

### December

- 12/5 Big Red Keno Dine Out
- 12/8 Poinsettia/Cactus Pick up
- 12/8 Movie Night - Despicable Me 3
- 12/12 Goodcents Dine Out
- 12/14 December Board/General Meeting
- 12/19 Don & Millie's Dine Out

### Action Items:

#### General (no one specifically tasked with these):

- Respond to the Kloefkorn parent who emailed about the possibility of having a speaker from Smart Girl Society come and talk to parents about online safety at one of our General PTO meetings. We were concerned about the level of attendance for this so talked about doing it for parents on movie night. Or maybe have someone from LPS to speak on this?
- Connect with Trishia Weibusch on Janet's Jungle sale.

#### Principal (Mrs. Bowhay)

- Mrs. Swiatek - ask K/1 Leadership Team how to best organize Substitute Teacher assistance during Reading Assessments, and report back to PTO.

#### President (Emily Killham)

- Pin the 2nd Amazon smile web url to the top of the PTO facebook page and webpage.
- Discuss with Mrs. Bowhay the possibility of getting a bid for a Sound System in the multi-purpose room.
- Discuss with Mrs. Bowhay the completion of window tinting in the multi purpose room.

#### President-Elect (Shanti Gangadharan)

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#### Vice President (Erin Schroeder)

- Plan YMCA Strong Kids/Kloefkorn Event for February.

#### Secretary (Angela Korpas)

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November 17, 2017

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**Treasurer (KayCee Wanser)**

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