

Pleasant Ridge PTA Meeting Minutes  
October 13, 2016

In attendance: Jennifer Steben, Megan Brown, Melissa Wild, Amy Good, Amy Spooner, Meg Phillips, Lindsay Winkler, Jillian Stacy, Cris Supina, Kevin Musson, Peter Campbell, Lorrie Welzbacker, Gabrielle Clark, Cristal Moyer, Amy Leighton, Rachel Mooney, Janet Dillon, Aramide Pinheiro

- Call to Order: Meeting was called to order at 9:03 am
- Welcome, introductions, overview (Jennifer Steben, President)
  - Fall Fundraiser ends Tuesday – Registration already exceeded last year, but we haven't exceeded average classroom donations or overall number yet, but hopefully will get there by Friday.
  - First enrichment event last night – Reading night success (Rachel chaired)
- Secretary update – pass minutes and membership update (Megan Brown)
  - Motion to pass minutes: Meg Phillips
  - Second: Amy Good
  - Membership numbers
    - Kindergarten = 10
    - First = 17
    - Second = 25
    - Third = 17
    - Staff = 11
    - Total = 80
  - We will address membership again after fall Fundraiser
  - Typically, there are drives in September, October, and January
  - We may want to involve grade reps for communications regarding membership
- Principal's update (Kevin Musson)
  - Mini grants – Linda Schrieber wrote a grant for 3 iPad minis last year – bounced to this year
  - Per Brad last year, 10 iPads minis were to be provided by the district in every room.
  - Schrieber and Houghton definitely do not have 10
  - Per Kevin there are massive amounts of technology inside district due to Next Gen initiative, but technology department staffing has only grown by one.
  - Much of the technology is being reimaged and reallocated, but due to lack of manpower, this could be a slow rollout
  - NWEA was first priority, but Chromebooks now have been allocated to classrooms
  - 110 Chromebooks for PR
  - iPads will be distributed after NWEA, with Next Gen classrooms being first.
  - Kevin will check on whether all classes were promised 10 iPad minis, but he is aware of an excess of 30 iPad minis which could be allocated to where they are needed
  - Kevin would like some carts so the technology could be moved from room to room where needed
  - Second grade is using minis for intervention math applications
  - Go pro cameras are accounted for and will be checked out through the Media Center
  - Kevin would like to account for where *all* technology is located and Pam Wickman will be helping to facilitate this through the Media Center
  - 3d printer is hooked up next to the media center
  - Staff need more training on how to use it (more features, apps, printers), and this is on the agenda for early release days

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- o Chromebooks: 110 (60 purchased by PTA). How comfortable are we that what we purchased for our building is staying in our building?
- o Labels for PR PTA-purchased equipment (Mabel's Labels?) -- Marketing opportunity as well so parents can see where their fundraising dollars are going
- o Kevin will talk with Troy (tech director) to see if we can do labels
- o Melissa, Aramide, and Jennifer will go back and let Kevin know what they have purchased in the past few years
- o Labels will be donated by PTA
- o Storage for technology – would like to have this equipment on carts (charging carts), which run at a high cost – will need help to purchase these
- o Kevin will inventory the staff – Linda Schrieber's mini grant may not be needed now if we can allocate some of the 30 additional minis to her classroom
- o TV quotes is \$500 – will replace the bulletin board and be located by friendship bench (Student of the Month pics will slide down to make room for TV).
- o Amy Good will get info to Kevin to display on TV
- o Question from Janet: Should we mount it outside in vestibule so that parents can see it since parents have limited access to school?
- o Getting weather resistant TV doubles or triples the price. Should we consider placing it in the office? Will the hallway be a better spot to have it for events like open house, pancake supper etc.?
- o Challenger is ready to install, so we need to know ASAP
- o Playground update:
  - Soccer/football field sod has taken very well -- sprinkler systems come off after this week
  - Still concerned about too much activity on it, but first mowing will be next week
  - They will be doing a test soon to make sure sod is ready for the soccer nets to be moved back on
  - Will be painted w/end zones in spring
  - Turf surface over the playground rubberized (new surface has 25-year warranty)
  - Delayed because of rain, but should be installed in the next 1-2 weeks
  - New equipment = smaller equipment for Kindergarteners has been identified as a need
  - ECSE will be moving over to Liberty w/Pooh Corner
  - We will be adding a small baseball diamond on playground
  - Spider web structure may be moving down the hill, but needs to be reinsured if so
  - Estimated \$18,000 for new structure
  - Structure must be specific for little ones and insured appropriately for Kindergartners
  - 2-3 months for install – we can order now, but will wait until spring to install
  - Kevin will collaborate with Kindergarten teachers to see what they think would be beneficial and will submit a proposal
  - It was suggested by Janet that we piggy back with Carla Scruggs at Parks and Rec as they are ordering equipment as well
  - Proposal by next meeting for approval
  - Allocated \$10,000 last year, but can revisit
  - Kevin wrote a grant for Project Unify for playground equipment – balls etc. for outside
- o Exterior speakers are being installed (4-5 speakers)
- o Surveillance cameras are soon to come – there is a meeting today at noon
- o Signage labeling continues to be installed in hallways
- o Outside signage on parent loop rules will highlight rules – we are getting rid of the cones and a yellow line will be painted in parent loop
- o For parents who pick up at the door, doors will be labeled so parents will know where to wait

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- o Misc.
  - NWEA scores coming out in sealed envelopes on 10/20 district wide
  - Copy machines – 3 new machines brand new this year
  - Color copier in teacher work room off the office to be installed 10/17-18
  - Other new copies will be in the teachers' lounge
  - Individual plan of success for students who are falling behind (3<sup>rd</sup> grade)
  - Retention rule – Kevin is not worried that we will need another section of retained 3<sup>rd</sup> grade as he feels we are steps ahead of where we need to be and our data is very strong
  - Tiered interventions – will have summer program running
- Staff update (Lorrie Welzbacker & Pete Campbell, 3<sup>rd</sup> Grade)
  - o Pete = Google form sent to all staff for general feedback – hopes to have more feedback from other teachers at Nov meeting
  - o Lorrie – fundraiser is manageable for teachers and prizes are going well, not pushing donations, but encouraging participation
  - o Would like info from grade reps by Thursday to put in newsletters by Friday (though teachers may send home newsletters on different days)
  - o Consistent communications/fundraiser updates on specific day of the week
  - o Stats change frequently, so this can be difficult
  - o Amy will do a debrief and best practices for next year
  - o Focus on participation – no class has gotten to 100%, one has 96%
- Treasurer Update – mini grant votes and info, budget (Melissa Speicher)
  - o Stats are real time as of October 10<sup>th</sup>
  - o States do not include Get Movin' Crew website
  - o Still figuring out book fair figures
  - o Looking good overall
  - o Strategic grant – Kevin addressed how this is being used
  - o We paid half and will pay the other half after fundraiser
  - o Funding to other specials besides athletics – maker spaces?
  - o Would like to fund something permanent and lasting
  - o 3D printer – Dean and Pete went to a training. It was somewhat overwhelming given they need 25-30 learners to create one thing and it takes 45 minutes to print a small item. Trying to be creative and make it feasible for entire class.
  - o Mini grants = 12 were passed around to the group
  - o \$4500 total
  - o Field trip to adventure park: approved (may move to field trip budget)
  - o Linda's mini iPads: push (may not need this per Kevin; Melissa to follow up with Linda)
  - o \$3053 without field trip and mini iPads
  - o Chris Dager (sets of double seats for sitting area from Target): approved unanimously
  - o Joe Welton (footballs 4 new sets? \$260): move to push; need more information (Melissa to follow up with Joe)
  - o Lorrie Welzbacker ("Who's Reading" web based program): approved unanimously – may be able to get retroactively reimbursed by the district?
    - Lorrie is testing with her Best Fit group
    - Program used to log reading for up to 30 users
    - Asks open response questions in relation to book and promotes writing about reading
    - Blog format allows kids to read each other's responses and comment or 'like' each other's
    - Uses avatars

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- Annual fee \$150
- Technology may pick this up in future
- Would there be a reduced price for building?
- May be able to incorporate with March is Reading Month to log minutes
- o Erin Zimmer (clothes pin dolls for kids to create for a unit on family traditions and heritage): push (Melissa to follow up)
  - All of second grade - can grade level curriculum money from used first?
  - Take \$130 out of grade level funds first
  - Melissa will follow up with them to see if they have other plans for the curriculum money
- o Kindergarten (Sum blocks learning blocks - \$359 *and* Mush Mush Readers - \$500): one of these is approved (their choice) after using the \$250 curriculum money first. The other we will push to a later vote if we still have funds. Melissa will follow up
  - Use curriculum money first (\$250)
  - Still looking at \$650
  - Will approve whichever one they pick
  - Other will push to a later vote if we have money
- o Austin (Leveled readers - \$764): approved with the stipulation that the books must stay in the PR inventory and are not to leave the building
  - New Kindergarten teacher and her library is sparse
  - Spend \$1000 of her own money to set up her room
  - It is difficult to use Scholastic money for Kindergarten books
  - Short books – beginning sight words/fundamentals
  - Would like to supplement with some scholastic bucks separately (Amy Leighton, Melissa and Jennifer will follow up)
  - There was some concern expressed that the books would not stay at PR should Mrs. Austin leave
  - We will put stickers on books: Property of Pleasant Ridge
- o Caldwell (Drying racks – \$398.72 + shipping): approved unanimously after taking out the \$250 curriculum money
  - All of first grade
- o Pam Wickman (Pokémon & Princess books – 10 of each): push (Amy Leighton will follow up to see if we can use Scholastic bucks)
- VP Volunteers update – review of coming year's chairs. Identify needs (Lindsay Winkler)
  - o Fall Fundraiser has quite a few volunteers
    - 6 for 12 -2 pm
    - 4 for assembly only + board
    - Wear shirts
  - o Are we missing any chairs moving forward? (Amy Good/Grade reps can work on this)
  - o Book Fair December for pancake supper – we need volunteers for both
    - Volunteers to decorate, set up, clean up
    - Staff serves
    - We pay them with scholastic bucks (\$25 per teacher – balance is a little low right now)
  - o Chris is doing Yankee Candle and could use a helper
  - o Holiday wish wall
  - o Parade (Jill and Natalie)
  - o Teacher appreciation – Jackie
  - o Passive fundraisers? What are our needs?
    - Amy going to district wide meeting about Scrip tomorrow
    - Talking with Michelle from Domino's

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- Busch's
  - Need passives chair
- We have box tops chairs (Paulina and Cristal) and we have a lot of volunteers
- Chairs for all of the enrichment nights – except Science Fair (Dean Garbarz) - Meg to follow-up
- Still need Sting for next PR on the Porch
- Bench list is at 164
- Megan to update bench list with y/n membership
- Who are the 84 that aren't members?
- Toward the end of the month Amy to send out a letter to Bench to join the PTA.
- Every chair needs to be a paid member of the PTA (Megan to f/u on board and staff numbers)
- Let Lindsay know if you need volunteers – give specifics day, time and what they will be doing
- VP Fundraising update – Fall Fundraiser mania! & ongoing passives (Amy Spooner), Yankee Candle (Cris Supina)
  - We broke 22k this morning for fall fundraiser
  - 17 super stars raised 300 or more
  - Houghton and Schrieber \$2235 each
  - 10 classes at the \$1000 goal or above
  - 3 more that are less than \$100 away
  - Corporate sponsorships will allow everyone to reach their goal –everyone will have a silly string recess
  - FB post today reminding of impact of fundraiser
  - Amy Spooner sent out customized e-mail for each class –sent to grade reps
  - Another last call post going out Friday
  - Make sure we have coverage with volunteers
  - Beyond fall fundraiser: Box Tops collection on October 24<sup>th</sup> (Cristal and Paulina to chair)
  - Yankee candle launch at the end of the month – marketed as a shopping opportunity not a fundraiser – we will minimize communication on this one.
  - There is a very informative page on website for Yankee Candle sale
  - Zip line will be for PR students only – safety issue/liability
- VP Enrichment update – upcoming events (Meg Phillips)
  - Reading Night was well attended: 30 + over 30 kids
  - Kids were engaged
  - Rachel did a great job as chair
  - PR on the porch coming up – everything is squared away
  - No activities for November
  - Will plan something to support Busch's 10/31 -11/11
  - Collecting loose change for Food Gatherer's
  - Pancake night in December
  - Movie Night in January
- VP Communication update – flyer procedure, Kevin's updates, eve PTA meeting (Amy Good)
  - Amy will reach out to chairs before events
  - Be sure to keep her posted ahead of time regarding communication needs
  - Flyers: chairs can create, we have resources, graphic designer, pictograph account or Amy can create as needed
  - Great job on all of the communications for Fall Fundraiser!
- Grade Rep updates – Room parents, other initiatives per grade (Amy Wallen, Cris Supina, Jill Stacy, Jackie Sweet) – no updates
- Open business & close (Jennifer Steben) – Jennifer shared a nice thank you letter from Pam Wickman
- Meeting adjourned at 10:57 am

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- Next meeting will be Thursday, Nov. 10<sup>th</sup>, 9 am in the Teacher's Lounge