

## Minutes for the September 10, 2018 Meeting

In Attendance:

**Principal:** Eric Chisausky

**Presidents:** Lindsey Patel & Jessica Christensen

**Co-Presidents:** Dana Martin and Angela Ordway

**Treasurer:** Courtney Sigmund

**Co-Treasurer:** Kim Lowe

**Communications:** Molly Pierce

**Secretary:** Courtney Stach

### I. Call to Order 9am

II. Approve the Minutes (May 14th, 2018 Meeting) - Motion to Approve. Approved.

### III. Principals' Report

#### **Back to School Update**

A. The School Year is Underway and Going Amazingly Well!

B. Teacher Student Liaison: Mrs. Marquardt is here today with us for Outdoor Ed update and discussion.

C. Mrs. Serrano and Mrs. Hafner will tag team in the future in being the liaisons for the staff at P.T.O. meetings.

D. Thank you so much for your Leadership within the school Mrs. Marquardt!

E. The calendar is getting full of Save the Dates on all the fun future dates and deadlines on things like: Stem Night/One Book One School etc.

#### **Safety & Crisis Update**

F. Safety & Crisis Updates - Some schools are already using the Safety and Crisis equipment.

#### **New Garden Beds on Campus**

G. We look forward to making a plan for the newly installed garden beds by the circle drive in parking lot. We would like to extend a special thank you to Alex Schmidt, the Eagle Scout who built them for our Walker Students to use, learn from and enjoy. The beds are not planted as of yet. We could do flowers on the garden wall and vegetables in the beds alongside the playground? The staff is looking into ways we can take existing units to apply the Science Curriculum. We need materials, supplies and seeds.

#### **Curriculum Night Review**

H. Curriculum Night - How did the parents like the grades staggered? The Board said that the parents LOVED it. Many families have kids spread over the grades. So, the Kindergarten parents, 2nd graders and 4th grade parents could hear everything and participate for each child. The curriculum night informal discussion with Principal was also very good! The MRC was relaxed and the Principal was approachable per the group. Good flow and easy to communicate in that atmosphere.

### **Outdoor Ed Discussion**

M. Mrs. Marquardt gave the Outdoor Ed Update: How Can We Do Things Differently? Outdoor Ed location is currently at Camp Edwards. However, we are investigating and looking into other locations. Both Walker and Monroe schools are still planning to go to Camp Edwards. We talked about the time commitment. Without certain units of the past, there isn't enough curriculum/learning to stretch the trip to 2-full days. We were informed that the owl pellet unit has been removed from the outdoor ed curriculum. Communication Break Down is more of a team building thing but may be removed. The idea of one night versus two nights, is the up for discussion. \$88.00 per person for that. It will change locations in the next couple year. Mrs. Marquardt is researching future options. The board supports the teachers in the one-night option.

1) Fifth Grade Room Parents Needs - **A list will be drafted and turned into the P.T.O.**

2) Box Tops Class Gift - **The 5th Grade will work on it.**

3) Fifth Grade Budget - **Discussions on the year's needs and Mrs. Marquardt will review.**

### **IV. Treasurer's Notes - Courtney Sigmund**

¥ We are in a super healthy position.

¥ We are in a great spot with bank balances and with a little bit extra in the account.

¥ It's exciting, if people have great ideas, we are in a place where we can implement them!

¥ We proposed increasing the operating overhead by \$250.

¥ We added medical coverage to \$10K for instances of emergency.

¥ We have up to \$10K on crime and fidelity coverage.

¥ We kept our general liability to \$1-million.

Insurance went up \$255 to \$450.

¥ Operating is up on revised \$1250 from \$1000.

### **Motion to increase the insurance \$250. Motion Approved.**

¥ Pay Pal transaction fee and budget from there, it was too tedious. We did an average on last year's pay pal expenses. We are doing more pay pal expenses with hot lunches.

¥ We increased it to allot for all of the other transactions we have with Pay Pal.

¥ Increasing the Angel Fund from \$600 to \$1200. We are serving 8 children and we want 12 children covered at \$100 each.

\$1600 for Author Visit has been requested from Mrs. Belfiore.

### **Motion to approve with the increase the Author Visit budget from \$1000 to \$1600. Motion Approved.**

- ¥ 'A Boy Called Bat', is the author visit book and we are sharing the author with Prospect and getting other special elements with this visit.
- ¥ We are going to have the budget balance to share at every meeting.
- ¥ Courtney wants us to have a good standing in every category at all times.
- ¥ Reminders on Policies and Procedures- listed below.
- ¥ **EXAMPLE:** There are checks are outstanding from last year. The Guided Reading Books and the Service Project are still outstanding with the Business Office. Courtney wants to keep things from lingering and the bookkeeping current & organized.
- ¥ The website contract and payments are good through 2022.

### **REVIEW of REIMBURSEMENT RULES**

1. Receipts submitted within 30 days with Request Form
2. Reimbursement issued within 14 days
3. Checks not cashed within 90 days will be voided
4. Lost check fee \$30 subtracted from reimbursement fee

### **V. President's - Lindsey Patel and Jessica Christensen**

#### **A. District News, Steam Lab, Media Review and Politics**

1) Dr. Garcia was met at the recent President's Meeting. They also met Kathy Robinson.

¥ The Steam Lab planning is underway.

The P.T.O. will receive a list of materials and supplies P.T.O. can purchase that define STEM.

¥ Walker School can request things on the approved list.

¥ The Department of Learning is created the list of defined STEM equipment.

¥ We are going to wait on those types of purchases.

2) We are not allowed to communicate with the higher level media. We can talk to Mike Ellis, and Chuck Fieldman but nobody higher in the news business per the district.

3) In regard to the Election, we can post D86 Board Positions but we cannot post political views or directives, other than things that are non-partisan. We can get people interested in the D86 Referendum and send emails to our personal friends.

4) Walker School Tee-Shirts have been passed out to staff and students.

#### **B. Memberships**

We are done collecting for the P.T.O. membership fees for the year.

¥ Lindsey reported we collected: \$6,371.00 includes cash and checks and removed the angel funds.

¥ For the directory, it's almost done and is in google sheets.

¥ There is a page we want to remove the Foundation Page.

- ¥ We are leaving in the Walker PTO Mission Statement.
- ¥ It was decided to remove the addresses for the District Schools.
- ¥ Office Staff and the Specials will be listed.
- ¥ We are not going list the instructional assistants in the directory.  
Mrs. Bumber's class will be listed.

### **C. The Warrior Challenge**

- ¥ Warrior Challenge updates: \$12,500 from the parents. The company donations \$7,000. We are \$19,000 and we have less than two weeks to go! The parking spot is: \$2,000 and we think is **SOLD**.
- ¥ The raffle items will be going out this week.
- ¥ There are two 5th Grade Seats sold already!
- ¥ Walker Warrior Challenge is looking for volunteers and Sign-Up Genius went out.
- ¥ We have a rain date scheduled for the following Friday.

## **VI. Other Reports**

### **A. Staff Grant Program -**

- ¥ 1st Request from Serrano Numbers - \$67.96 for her classroom.
- ¥ 2nd Request for Flexible Seating and they want \$2000. This is purchase some standing desks.
- ¥ We did have an excess budget from School Supplies.
- ¥ Futon, (2) Standing Desks and Picnic Desks -

**Motion to Approve the \$2000 budget for the flexible seating for the 5th Grade Classrooms. MOTION APPROVED.**

### **B. Hot Lunch**

- ¥ Hot Lunch- 211 kids signed up for hot lunch.
- ¥ Angel Fund to be used for the lunch for those families.
- ¥ September 14th is the first HOT LUNCH DATE.

### **C. Communications Update - Molly Pierce**

- ¥ The perfect balance of communication is key!
- ¥ The families should be informed the day before the hot lunch by the Communications team.
- ¥ They can always volunteer.
- ¥ The MRC volunteer button is up too!

### **D. Running Club - Dana Martin**

- ¥ Running Club is super successful.
- ¥ They all ran together about 76 miles.
- ¥ We had (4) volunteers too!
- ¥ We added two more volunteers.

¥ Dana is tracking the miles!

**F. Walker School gives back!-**

¥ We brought in ideas on what Walker Gives Back Means...

¥ Cradles to Crayons collect lightly used items to kids in need.

¥ Their initiative is a sweatshirts/sweater drive and to collect sweaters for kids.

¥ They are going to focus on people bringing **them to the Warrior Challenge and the box will be in the foyer.**

**VII. New Business**

**Walk to School Day -**

¥ October 10th - WALK TO SCHOOL DAY

¥ There are many Walker families WHO do walk to school each day.

¥ It's a day to walk to school and celebrate walking.

**VIII. Closing Statements**

**Upcoming Dates and Deadlines**

¥ Upcoming Events/Dates

Hot Lunch - Sept 14th

Recess Run Club - Sept 5th, 12th, 19th, 26th, Oct 3 WalkerFest - Sept 21

4:30-7pm

General PTO Meeting - Oct 1st 1:30PM

Walk to School Day - Wed, October 10

**Upcoming District Events**

- 7 p.m. Wednesday, Sept. 12: Board of Education Regular Meeting @ District Admin Office
- 8-9 a.m. Friday, Sept. 14 HMS Construction Project Neighbor Meeting @ HMS
- 7 p.m. Monday, Sept. 24: Board of Education Regular Meeting @ District Admin Office
- 6 p.m. Tuesday, Sept. 25: Board of Education Facilities Meeting @ District Admin Office

**11:10am Meeting Adjourned.**