



PTO Meeting Minutes

Date | time September 12, 2023 @ 7:00 PM | *Meeting called to order by* Mark Whatley

In Attendance

Mark Whatley, Samantha Linford, Megan Clappin, Bonnie Sanders, Chrissy Wolfman, Marta Torok, Emily Stout-Garcia, Shannon Smith, Keri Gnecco, Tom Jones, Katy McGuire, Andrew Westman, Brooke Beyer, Emily Duenas, Katie Smith, Heather Ward, Julia McGurk, Ross Fetterman, Megahn Hanely, Karisa Uhlhorn, Shawna Bouligny, and Leah Kletnieks.

Approval of Minutes

Katy McGuire moved to approve the June 2023 meeting minutes. Motion seconded by Leah Kletnieks. All voted in favor.

Agenda

1. Opening
2. Reports
3. Old Business
4. New Business
5. Open Discussion
6. Announcements
7. Adjournment

Reports

Principal's Report – Tom Jones

- School was awarded Silver PBIS reward which is being reviewed for a Gold reward.
- District has a scoreboard for school sites to show data on how they are meeting standards. Jackson is doing well with improvements in ELA and math. Attendance has also improved. Student/teacher relationships showed a decrease and we are looking how to improve.
- WIN (What I Need) time: Jackson is one of three schools that showed tremendous growth. Most notably was our reading growth is at 90%.
- COST (Coordination of Services Team) is monitoring progress of English learners.

Teacher's Report – Samantha Linford, Megan Clappin, Shannon Smith, Bonnie Sanders

- Thank you for Growth Mindset Assembly, setting up the new PE Equipment, and the Ice Cream Social.
- 4th/5th grade started leadership interviews this week.

Treasurer's Report – Emily Stout-Garcia

- 2023/2024 Proposed Budget
 - New changes for this year:
 - Increase in assemblies budget to \$8,000 to cover 3 assemblies annually.

- Scholastic – new category to accurately record book fair deposits and payments to scholastic
- Leadership - \$1,000 for shirts and supplies for the leadership teams
- Staff budgets: Increased by 20%
- Julia McGurk motioned to approve the proposed budget for the 2023/2024 school year. Motion was seconded by Shannon Smith. All voted in favor.
- Proposed to change the fiscal year to August 1 to July 31, from September 1 to August 31. This will streamline multiple accounting procedures by allowing transactions for the upcoming school year and allow incoming and outgoing board members leadership terms that align more closely with when they need to execute their duties.
 - Katy McGuire motioned to move the fiscal year to August 1 to July 31. Motion was seconded by Brooke Beyer. All voted in favor.
- PTO reimbursement requests has transitioned to an online submission process.
- Bank of the West has changed ownership and is now BMO Harris Bank effective September 5, 2023. Accounts continue to be FDIC insured and PTO will monitor communications in the event action is needed.

PCIC Report – Leah Kletnieks

- The district will be focusing on the following for this school year:
 - Getting rid of bad language/hate speech
 - Improving instruction and intervention
 - Focusing on literacy/reading and mathematics
 - Mental Health
 - English Language Learners
- High school may change from a trimester to a semester system to improve teacher/student relationships. This could lead to a change in the calendar for all schools – starting earlier in August and ending at the end of May.
- City traffic control will be sending a survey to get parent feedback on traffic issues surrounding school sites.

Old Business

- Welcome our new Vice-President Susan Lawson and our new Secretary Megan Grassi. Thank you to Katy McGuire (outgoing VP) and Mary Brazil (outgoing Secretary) for their time on the board.
- PTO board and committee members met in July for a summer planning meeting to plan the calendar. School year is off to a great start.
- New family welcome breakfast on the first day of school was a great success.
- Ice Cream Social was a great event. Served 500 bowls of ice cream and sold over \$1,600 in spirit wear.
- Growth Mindset Assembly had a great message for the kids and they enjoyed the “beat boxing”. However, the presenter promoted himself too much and could have focused more on growth mindset content. Suggest presenters in future assemblies have a flyer we could send home to families instead. This could also serve as a tool to notify families of assemblies so they can continue discussions at home.
- Weekly ice cream sales started. Everyone loves the new vendor and ice cream selection. Looking for ways to streamline the sale process. Since going to one line from two lines previously, line is longer and takes longer to get through all the sales. Need more volunteers.
- Back to School night went well
- Yearbook cover contest – received over 50 entries. Everyone has two votes to vote for the front and back cover winners. It is a blind vote.

New Business

- AR Renewal – requesting AR to be renewed this year for \$5,007. If we renew for a two year contract, will receive discount. Suggested that we only renew one year at a time because AR is being reviewed at the district level to see if they will continue to support the program or if they will require we move to a different program. Hoping to hear this year what they decide.
 - Shannon Smith motioned to pay \$5,007 to renew AR for one year. Motion was seconded by Katy McGuire. All voted in favor.
- 3rd Grade has an annual field trip to Ravenswood. The trip cost \$2,000. LARPD gave them a 90% discount. 3rd grade is requesting PTO cover the difference of \$200.
 - Shawna Bouligny motioned to approve \$200 for the 3rd grade field trip to Ravenswood. Motion was seconded by Julia McGuirk. All voted in favor.
- Build a Buddy will be in person this year. Asking opinions if we should have everyone come at the same time and have a teacher lead the activity together or if we should stagger arrivals and have different stations (stuffing station, birth certificate station, etc.). Consensus is to have a teacher lead the activity together.

Open Discussion

- Need a new After School Enrichment Coordinator
- Running Club starts on Friday. There is a delay in the supply order. Will use popsicle sticks to track laps for first day.
- Hospital Luncheon on Tuesday. Need signups for donations.
- Family Night Out – IHOP may be interested in having breakfast on a Saturday. Need a list of Auction supporters and will reach out to them to give them business.
- Looking for a mini fridge for PTO. Keep a look at on FB/Buy nothing groups.
- Fun Run needs shirt sponsors
- Roland's last day at Jackson is Friday

Announcements

- Calendar of Events
 - 9/15 Running Club
 - 9/19 Hospitality Luncheon
 - 9/20 Family Night Out at Melo's
 - 9/20 Spirit Day – Beach Day
 - 10/3 Picture Day
 - 10/6 Non-student Day
 - 10/9-10/20 Fall Conferences/Early Release
 - 10/10 PTO Meeting

Adjournment

Meeting was adjourned at 8:41 PM.

Submitted by Leah Kletnieks