



## McKenny PTO Meeting Minutes

September 12, 2017

6:30-8:00 pm

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**Members Present:** Kamy Durocher, *Co-President*; Frank Durocher, *Co-President*; Natica Bacon, *Vice President*; AnneMarie Hanson, *Treasurer*; Marny Howell, *Secretary & Volunteer Coordinator & Fund Run Co-Chair*; Kim and Claude Flowers, *Movie Night Chairs*; Cherie Andreasson, *Parent Representative*; Ingrid Aries, *Parent*; Mindy Swedberg, *Parent*; Brian Temple, *Parent*; Stephanie Hacker, *Parent*; Chad Warren, *Value Village Chair and Parent Representative*; Eowyn and Reyna Grubbs, *Parents*; Jessica Wilson, *Parent Representative and Fund Run Co-Chair*; Oxana Sims, *Parent*; Carrie Andrew, *OJP and Box Tops Chair*.

**McKenny Staff Present:** Michael Havens, *Principal*; Renee Judah, *4<sup>th</sup>/5<sup>th</sup> Teacher*; Dorothy Espedal-Johnson, *5<sup>th</sup> grade Teacher*.

**Absent:** Natalee Andrews, *Apple Tree Productions Co-Chair and Parent Representative*; Megan Temple, *Apple Tree Productions Co-Chair, Facebook Chair, and Yearbook Co-Chair*; Babette Carlson, *PTO Bulletin Board Chair*; Michelle Smith, *Read-a-Thon Chair*; Jill Walsh, *Staff Appreciation Chair*; Carissa Miller, *Parent Representative*; Janice Houghton, *Parent Representative*; Heather Shimoji, *Parent Representative*; Jenny Carnahan, *Parent Representative*; Hitomi Hentschel, *Parent Representative*; Cala Risse, *Parent Representative*; Chun Wang, *Parent Representative*; Amanda Benjamin, *Parent Representative*; Rema Al Sahli, *Parent Representative*; Denise Hammer, *Parent Representative*; Anna Bartholet, *Parent Representative*; Brandi Gish, *Parent Representative*.

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Meeting convened at 6:35pm by Frank

**Approval of August Meeting Minutes:** (Marny & Frank) Minutes approved.

**McKenny Update:** (Mr. Havens) Mr. Havens shared information about two new changes starting at McKenny this year. An email was sent to parents in advance concerning the morning routine change. He shared that in six weeks the staff will have a reflective conversation about this change and make a decision as to any need for alterations. The second change involved the master daily schedule to include WIN (What I Need) time. He explained that for 30 minutes students at every grade level are flooded with resources for ELA or Math by providing interventions or extensions given what students need. He shared this was in planning last school year and having the three pods separated more by grade level makes this 30 minutes of supportive time less disruptive. Grades Pre-K-1<sup>st</sup> are in C Pod, 2<sup>nd</sup>/3<sup>rd</sup> are in B Pod, and 4<sup>th</sup>/5<sup>th</sup> are in C Pod. The classroom teachers, LAP/Reading Specialist, and two Washington Reading Corps staff members provide this WIN time interventions/extensions.

The district wide change for 50 minute early release was also discussed. Students will get out on Wednesdays, starting tomorrow at 2:32 pm for Teacher Collaboration. This is a best practice to have teachers meet weekly for collaboration and will use the time to help make informed decisions about interventions and extensions needed for the grouping of students for the WIN time.

**Financial Report:** (AnneMarie) The 2016-17 budget was reviewed. The \$5000 donation to the library from last June has not yet been spent. Follow up with Mrs. Hooper regarding her plans to use these funds will be made. A 2017-18 budget will be presented/proposed at the October PTO meeting for a vote. PTO funds to support IXL may not be spent due to accessibility at home as well as IXL not having gone through the appropriate channels involving the Instructional Materials Committee approval process. The accessibility issue may be insurmountable. Mr. Havens has an elementary principals meeting on Thursday where this will be discussed and he can provide feedback to PTO Board.

Discussion concerning something for PTO to possibly spend funds on to benefit the entire school generated several ideas. Mr. Havens shared he informed the staff regarding this question from the PTO. Thus far, he only received the request from Debbie for a new Electronic Reader Board outside the school. Other ideas presented at the group tonight were in support of cleaning up the landscaping in the front of the school with PTO funds, selecting the right plants for the space that won't get watered or maintained during summer months. Another parent suggested installation of Full Spectrum Lighting in all the classrooms. Another suggested for a PTO subsidized after school Art, STEM, or Spanish club for students to participate in during year. Mr. Havens provided clarification for the group regarding the after school art program we currently have which is separate from an Art Docent program. Eoywn explained there was 30 classes in the district last year that utilized the Art Docent program with TESC work study student support. An idea for purchasing technology was discussed and staff suggested exploring Chromebook carts for classrooms, called COWs (Computers on Wheels). Finally, a suggestion of paying for child care during PTO meetings in order to improve attendance was also discussed. AnneMarie will investigate any possible PTO conflicts for paying for childcare. We may also want to reach out to the Oly Bears program/high school students for providing the child care or classified staff at McKenny that might want to earn some extra funds. PTO would need to put in a facility request to use the library as well as the cafeteria for our monthly meetings. Mr. Havens suggested that we consider age range of children and if we want to limit it to only McKenny students for which child care would be provided. We will be sure to budget in costs of 5<sup>th</sup> grade year book donations to students who don't order one.

A parent asked about the Hawk Wear expense and if the PTO has explored other vendors or options for less expensive T Shirts. Frank shared that the PTO provides a free T-Shirt annually to every new student and staff member. This year is exceptional with over 100 new students and 16 new staff. He explained we've used the same vendor for several years now as he is local and has had reasonable prices. A Print on Demand suggestion was offered for exploration.

We discussed the expense of the Pacific Science Center, Science on Wheels coming on 3/2/18 for an Engineering program. Mr. Havens asked the staff and Mrs. Espedal-Johnson shared that she had seen the Large Program at her last school and felt it was a very valuable experience. McKenny staff were all in support of PTO funding the Large Program. Marny will follow up with the PSC SOW program when the 2017-18 prices are released and provide the information to PTO Board to include in the budget vote.

## **Old Business**

### **Committee Reports**

1. **PTO Website:** (Frank) Frank and Marny have been working to update the website, make things easier to find and understand.
2. **Back to School/Ice Cream Social:** (Frank) There are 90 left over ice cream cups and some popsicles. Shelly in the Kitchen has notified Kamy she doesn't have the space to store our ice cream. In the past, we've used the remaining ice cream for the 1<sup>st</sup> Box Tops classroom contest reward, but there was concern these may get freezer burn as they are in cups. After some brief discussion, Mr. Havens agreed to use them this Friday during the lunch hour as a PBIS reward for students who've earned Life Skills tickets so far this school year. Popsicles will be given to students who can't have dairy products. Kamy will take the chocolate sauce and any other toppings out of the Kitchen as well.
3. **PTO Coffee/Meet & Greet:** (Frank/Kamy) Frank and Kamy briefly shared that each event went well and attendance was good.

## **New Business**

### **Committee Reports**

1. **Directory:** (Frank) Frank shared he has received a substantial increase in PTO Directory Forms this year and attributes that to it going home in the packet of paperwork kids get on the first day. He'll be inputting the data and directories will be printed and delivered to students/staff in the next month or so.
2. **Classroom Parent Representatives:** (Marny) Nearly all of the classrooms have one or more Parent Representatives signed up. As more Volunteer Interest Forms are returned, we may have all the slots filled. Currently, we need Parent Reps for 1<sup>st</sup>/2<sup>nd</sup> split class with Mrs. Rieger, 4<sup>th</sup> grade with Mrs. Paulsen, 4<sup>th</sup>/5<sup>th</sup> split with Mrs. Judah (Jessica Wilson volunteered at the meeting), and 5<sup>th</sup> grade with Mrs. Espedal-Johnson.
3. **Committee Chair Needs:** (Marny and Kamy) Marny provided an update on vacant chairs which are Carnival, Fall Social, Spirit, and the Welcome Back Social. Four gift cards will be raffled off randomly for those that returned a PTO Volunteer Interest Form.

Marny inquired about Teacher/Student interest in the Passport Club returning. It was not offered last year as the interest was low and we had no parent to Chair the club anyhow. There was some interest in parents to volunteer to help with Passport Club. Mr. Havens shared that the new staff may be interested in using the program more. It may be something students can do with the Read-In time for study and testing. Both McKenny staff present shared that they like the program, but don't see it as something else they'd realistically be able to add to their day or make a requirement. Mr. Havens will check in with staff and follow up with PTO about interest. PTO has the materials and it requires a minimum of 1 day per month of volunteer time to test the students. Pioneer Elementary is also reinstating their Passport Club this school year.

The Flowers' family have volunteered to Chair Movie Night. Frank and Kamy will provide instruction and training on the entire process/role. Sarah Mollas may be available to Co-Chair Carnival again but isn't available on Tuesdays to attend PTO meetings. Frank and Kamy will check in with her. Frank Boss has helped with Spirit in the past and Kamy may reach out to him to help with that position. Volunteers or high school students to wear the Spirit costume with

ice vest were requested from members present. Marny indicated that several people have expressed interest in volunteering for all of our PTO activities and will provide lists/names to each Committee Chair once all the forms are gathered to help staff the events and activities.

4. **Fall Social:** (Kamy) This is scheduled for November 3<sup>rd</sup>. We don't have a Chairperson and will need one soon. The former Chair is no longer at the school, but we may still be able to contact her for information about how to run the event. Kamy will get the names of interested volunteer helpers from Marny and put a planning committee together as this event will be here quickly.
5. **Fund Run:** (Marny) Marny and Jessica are going to begin planning for this event very soon. The run is scheduled for 10/20. The theme is the Hawk Hustle, 70's related attire. Frank is planning on being able to assist with the sound system. Carrie Andrew will get Marny a bib template to help marking and counting laps easier. Marny has contacted Jayme McCann regarding help with prizes as well as Budd Bay who we used the past two years. Ideas from parents regarding what they might like to see as useful prizes coming home was requested. In years past, they've done socks, cinch sacks, water bottles, cups with straws, and coin purses. We also are exploring the idea of having finisher medals made by Budd Bay. If the expense is greater than the hardware store washer ones from last year, we will stay with the method from last year. Marny and Jessica will work on updating the flyers and materials to be sent home in the next few weeks. PTO Bulletin Board may be updated accordingly with theme.
6. **Reserve Carnival Food:** (Frank) Carnival is scheduled on Cinco de Mayo this year. We need to reserve a food truck very early in the year if we are going to go with that theme again. We still need a Chairperson(s) for this committee as well.
7. **Movie Night:** (Kamy) Movie Night is October 6<sup>th</sup>. A movie will be selected shortly. Marny will provide names/list of parents who indicated interest in helping volunteer at Movie Nights. Flyers will be sent home prior to the event.
8. **Value Village:** (Chad) Chad has had difficulty confirming the dates for our Fundraiser with Value Village staff. In the spring, he'd confirmed with Tina both dates. However, Tina no longer works there and his calls to confirm Donation Drive date of 9/30 has not yet been returned. As soon as the date is confirmed, flyers will be sent home to families as well as a Skyward email potentially. Marny will provide interested volunteer names to Chair in advance for coordination of shifts/times.
9. **Box Tops:** (Carrie) First Box Tops collection will occur on 10/20. A new reward for the classroom competition will be decided as the left over Ice Cream Social ice cream will have expired/been used. Marny will provide interested volunteer names to Carrie to assist with collection, counting or as needed. PTO Bulletin Board may be updated accordingly.

**Announcements:** (Frank) The next PTO meeting will be on Tuesday October 10th in the school library at 6:30 pm.

Meeting adjourned at 8:04 pm.