PTO Board Meeting Agenda November 14, 2016 – 12:00pm

Half Day Library

1. Call to Order and Attendance/Introductions

2. Approval of Minutes from October 2016 Meeting

3. Correspondence & Announcements, Attendance Sheet, School Board Meeting Sign Up

4. Administrative Reports

a. Scott Warren-Superintendent

b. Katie Reynolds – Assistant Superintendent for Curriculum & Instruction

c. Jill Mau – Principal, Sprague School

d. Anne van Gerven - School Board Member

* Our next board meeting is tomorrow evening at 7pm at Daniel Wright.
* At our November 1st Meeting the Board approved the Teachers Association contract for 2016-17 and 2017-2018.  We had been meeting and working on this with association leadership since March.  One highlight is that we will be adding one teacher in-service day to the calendar this year (at the end of the year) to be used for packing purposes and then for 2017-2018 we will have 2 additional calendar days (non-student attendance) to be used by staff for professional development, school business meetings, etc.  Teacher and administration will work together on how best to utilize these days but we are excited about this change as we hope it will help meet our staff's needs while minimizing the classroom disruptions and the need for substitute teachers.
* School start times will be a discussion point at our meeting tomorrow night with a final recommendation and decision in December.  An email from Dr Warren was sent out on Friday with the current proposal that is being considered.
* Superintendent Goals and Board goals are also on the agenda for tomorrow evening.  This is something we prepare annually and look to our Vision 2020 to align with and work towards.  Superintendent goals are available online in Boardbook for your review as those are up for approval at the meeting while Board goals is simply a discussion item since it is the first time we have worked on them as a group.
* Boardbook - This is an online tool that the Board uses to manage our agendas and minutes.  it is available online and includes discussion documents and additional details around agenda topics.
* Facilities - We continue to be on track for our Sprague and Half Day construction projects.   Bids have been received and reviewed and will be up for approval at tomorrow's meeting.  The bids came in slightly over budget so we will be discussing that tomorrow evening and how to handle some bid alternates that were part of the bid packages.
* Fees - As I mentioned at the October meeting, every few years the Board reviews the student fees and makes adjustments.  We have started work on this and will be specifically discussing the Full Day Kindergarten fee tomorrow evening given that registration occurs in December and that fee needs to be determined prior to that activity.
* Calendar and Summer school - During camp fair I got several questions on next year's calendar and summer school.
* As always, we value your input.  If you have any questions please feel free to contact me (or any board member) at any time.

**5. PTO Executive Committee Reports**

a. President

i. PTO Funds Proposals

b. Treasurer

i. Financials

c. Vice President

i. Links to Learning

ii. Music Boosters

d. Communications

i. Updates

5. **Events and Programs:**

* **School VPs:** Updates, Halloween and Holiday Celebrations, Art Cart, Lighted Schoolhouse, 5th grade Health Events, 6th grade Dance Lessons
	+ **Sprague VP Update:**

Halloween parties ran smoothly and we are in the process of collecting feedback for next year.

Winter party at Sprague is December 16th and we are working with our Grade Level Coordinators on planning the activities.

We have organized a list of parent volunteers who are available and willing to help out in classrooms if/when teachers require additional help.  At this time, we have 18 volunteers.  We have also asked Room Parents to check with their teachers on a monthly basis to see if they are in need of any extra hands in the classroom.

* **HD Recess:**

November has been another stellar month of parent volunteer participation.  Tracie has done a fantastic job of contacting the recruits twice a month to remind them to sign up for the following month, as well as emailing a weekly reminder to the volunteers who have signed up for a given day in the upcoming week.

Monthly email blasts and weekly newsletter blurbs to begin December 1st.

We received input from Robynn Bryant regarding board games and craft ideas for the 5th graders.  Still awaiting contact information for the coordinator of the 5th & 6th grade board game night. Next step will be to review, price out, and formalize a list for approval from Mrs. Mau.

* **Art Cart:**

Our October Art Project was a huge success.  The kids did an amazing job with their self portraits!  Next up in December:  Mexican Yarn Art.  We can always use more volunteers.  Room moms have the information and a sign up genius.

* **Lighted Schoolhouse:**

We had our first Lighted Schoolhouse on Friday.  It went very well and we had lots of parent volunteers helping out.  The next one is in May.

* **Hospitality events**: Appreciation Days, PT Conferences
* **Cultural Arts**: Assemblies
* **Ways and Means**: Spirit Wear, DW Pizza Lunch, Membership, Camp Fair, Book Fair

6. Calendar:

**November 14, 2016** - CPN Event: Parenting in the Age of Attention Snatchers

**November 15-21, 2016 -** PTO Book Fair

**January 26, 2017** - Parent Ed Event: Deborah Heitner on Raising Digital Natives

7. New Business

8. Adjournment – Next Meeting **Tuesday, January 10th, 7pm at Daniel Wright Library.**