

METCALF PTO MINUTES
Wednesday December 8, 2010
6:00-7:30PM
Room 102

Attendees:

Barb Jacobsen, Angela Ambers-Henderson, Christine Stauter, Lynn Litwiller, Sheryl Chambers, Leslie Sloan Orr, Bob Piker, Patti Koranda, Beth Gordon, Jim Mullins, Melissa McClelland, Caroline Rugutt

I. Welcome

- Around the room introductions.

II. Approval of November 2, 2010 Meeting Minutes

- Barb presented changes to the “What’s on your mind section,” asking everyone to use index cards to jot down items, issues or questions they would like PTO to discuss in this meeting as well as in future meetings. The cards will be collected and considered for proper placement on the agendas. Angela reiterated the PTO's request that topics will preferably be submitted before meetings via email to any Board Member.
- Motion to approve minutes at the next meeting.

III. PTO Mission & Purpose

-The Metcalf PTO exists to promote open communication and understanding between parents and staff. We respect the values, needs and desires of all members of our school, including parents, students, and staff. PTO meetings are open to any and all Metcalf students, parents, and staff.

-Our efforts are to serve, enhance and maximize the education of every child so they may reach their highest potential. All monies raised by the PTO shall be used to support the educational goals set forth by the school leadership.

-We are proud to serve our school with a PTO run solely on the efforts of volunteers. The PTO team effort assists our school leaders in their goal of providing the best possible learning environment for our children, as well as the best possible teaching environment for our wonderful staff.

- Christine read the PTO Mission statement.

IV. PTO Donation/Innovative Use – Jim Mullins

- Jim Mullins donated money (with a State Farm match) towards the purchase of a Snow Cone machine. PTO purchased the Snow Cone machine.
- Submitted proposal that PTO set aside the money that would have been used to rent a machine at each activity and use the fund to collect Snow Cone machine replacement dollars or additional equipment.
- Teachers might use the Snow Cone machine as a reward for their classes.
- Reviewed other options for use of the equipment i.e.: allowing families to rent the equipment for private use.
- Reviewed options for tracking use of the machines as well as amount of money saved by owning the machines vs. renting.

- Flavoring options were discussed. The syrup does not follow the “healthy” eating guidelines.
- Jim Mullins has agreed to follow up with Heather Marshall and review the cost of the syrup and shelf life.
- Howard has agreed to explore healthy alternatives to the syrup with Jim.
- Angela will explore with Heather the logistics of parents renting the machine. Discussed use of the ASP in tracking the use of the sno cone machine and helping families load the machine etc.
- General consensus was very positive and further discussion is encouraged at the next meeting to confirm details.
- Jim was thanked for his generous donation and thoughtful presentation as well as his continuing efforts with PTO.

V. PTO Chair Positions

- Discussed and unanimously voted to add 2 more positions to the PTO Chair list.
 - Webmaster: Bob Piker
 - Work Request: Tammy Reiss

VI. Metcalf Administrator Report

- Dr. Coffman reviewed changes to the common core state standards initiative. There are changes to the Math/English/Language Arts standards.
- Changes in math are that it is more in depth. Algebra 1 will be required by the State in 8th grade. Metcalf already teaches Algebra 1 in 8th grade.
- By 3rd grade all students must meet the 3rd grade standards.
- Schools can exceed the standards and Metcalf should not have to scale back.
- Metcalf is exploring how to move staff to complete the new requirements.

VII. Character/Social Emotional Curriculum – School Psychologist: Melissa McClelland

- Melissa reviewed the Character/Social Emotional Curriculum at Metcalf
 - The program is relevant to everyday life.
 - It encompasses the student as a whole person: mind and body.
 - Students have workbooks, activity booklets, and journals for their use.
 - The program is beneficial as students are hearing the same language. Posters are used as reminders for the students and are displayed in the classrooms. Videos are also available.
 - Grades K – 4 the program focus is empathy, problem solving and anger management.
 - Grades 7 & 8 had a focus on bullying due to recent complaints of bullying.
 - A 2 day workshop was held during PE.
 - Skits on bullying were developed and were relevant to what others have seen happening.
 - Goal is to also target bystanders, to get those that observe bullying to stand up to others.
 - Ryan reviewed the policy with students so the students know what is expected of them.

- Melissa is available to assist the teachers in teaching the program. The program is taught for 35 minutes one time per week. Melissa has currently been assisting in the 4th grade classrooms.
- There is another portion of the program that is called the Positive Action Curriculum. This portion has not been started yet. Some portions of this program are nutrition, study skills, empathy, self concept, negative thoughts.
- The program was rated high on the government website: What Works Clearinghouse <http://ies.ed.gov/ncee/wwc/>.

VIII. Treasurer's Report

As of 11/30/10:

Checking \$22,196.42
 ISU Foundation \$14,484.24
 Money Market \$20,131.29

Total \$56,745.95

- Absent Tea will be open for donations until the Winter Festival.
- During the January 2011 meeting discuss establishing a committee to review grant requests and award grants.

IX. PTO Event/Activity Assessment

- Metcalf Directory
 - Angela had to manually enter all 435 students
 - It is a PDF document and was e-mailed to all parents.
 - The document is designed to be easy to print. Parents can print only the classes that they want or need.
 - 60 families requested hard copies of the directory. Need to make sure families know how easy the directory is to print.
 - The 60 families paid \$1.00 for the copy. Need to contact these families via e-mail to determine if they still want a printed copy. Christine will print the copies and they will be available in the Metcalf office.
 - Send out directions or a "how to" page with the directory.
 - The directory cannot be on the website as it is protected information. We can notify parents via the website that directory updates are being done.
 - Need to make sure families understand that they need to request each year to be included in the directory. Also need to get the information out to those who are not at registration.
 - There is an issue that parents are not getting information from room assistants. Angela will work with our Lead Room Assistant to clear this up.
 - Dr. Coffman will send the directories to the teachers.
 - PK agreed to help ensure that the teacher information is included in the directory. Angela will assist with this.

- Future of the Metcalf Directory
 - Angela has met with Dr. Coffman and reviewed options for possibly using Skyward for the directory.

X. What's on Your Mind?

- Leslie provided updates on Career Day.
 - It will take place at ISU. She has confirmed participation with 10 departments and is awaiting response from 5 other departments.
 - The event will be “hands on” for the students vs. sitting in a classroom.

Meeting adjourned 7:30 pm

Next PTO meeting will be Thursday January 13, 2010 at 6:00 pm.

Submitted by Christine Stauter, Secretary