

Van Hise Elementary PTO Board Meeting Minutes October 14, 2014

Present: 5 board members, 2 staff (Peg Keeler and Beth Cantwell), and 7 parents.

NEXT MEETING: November 4, 2014, 6:30 pm, Van Hise Art Room

PBS (Positive Behavior Supports) and the Behavior Education Plan (Peg Keeler and Beth Cantwell)

Mrs. Keeler and Ms. Cantwell gave a presentation on Van Hise and MMSD's new behavior education plan. The PowerPoint for the presentation will be available on the PTO website.

Business Meeting

Budget (Dana McCloskey, PTO treasurer).

Budget summary update:

- The after school classes are budgeted to bring in \$10,000. They have brought in \$4,548 so far this school year.
- There is some money budgeted to pay for expenses incurred by the proposed vendor fair, but if nobody is able to take the lead on the fair, that money won't be spent.
- ~~The SERVV fundraiser won't happen this year.~~ [Update October 30: the SERVV fundraiser **will** happen, on December 13, at the Monroe St. location]
- The fall fund drive was budgeted to bring in \$13,000, but it looks like the total will be \$10,000.
- The back to school picnics cost less than projected, while the open house cost a bit more. The food, etc. for the kindergarten breakfast and meet and greet were all donated (so there was no cost to the PTO).
- Babysitting for PTO meetings for the school year has been donated.
- The cost of Quickbooks will be lower this year.

Teacher grants:

Twice per school year, the PTO accepts requests from teachers for grants to buy things for the classrooms. The teachers fill out a form to request a grant; this year's forms are due by Friday, 10/17. Once the forms are in, the PTO board looks at the requests. We try to fund everything. The recipients of the grants will be reported at the November meeting.

Artist in Residence update (Beth Cantwell)

Megan Kane, master gardener and muralist, will be our artist in residence this year. She has experience working with other schools and with Very Special Arts. The timeline for the mural is:

- November: the 4th and 5th grade students will work with Ms. Kane to come up with a mural design.
- December: figure out materials

- February: All students, staff, and families will place the tiles together. A team will grout it.

The plan right now is to hang the mural on the wall outside the entrance next to the office on the Waukesha side of the building (to the right as you're looking at the door from the outside) - in that location, it will be visible from the garden. But depending on how or whether the districts plan to expand the school comes through, the location might need to change. The unveiling may be in June, or it may be in fall 2015. The kids' design will be blown up huge, then the mosaic tiles will go on top. The project will include as much from the kids as possible.

Classroom rep updates (Shelby Connell for Carousel Bayrd)

Classrooms that still need representatives: Ms. Butler, Ms. Mahr, Ms. Zucker, and all the fourth grade teachers. Carousel is the board member who is working with the classroom reps. If there are any questions, people can contact Carousel either via email or in person.

Sara Hayes noted that the availability of email lists for parents is inconsistent between teachers. The rules about the teachers providing the parents' emails are unclear. Various ideas were discussed for either getting parents' emails or finding other ways of communicating with them (e.g., through the teachers). The PTO compiles a directory every year, but it doesn't generally come out until November.

Some classroom reps are still a little unclear on what their duties are; Carousel can provide some guidance if needed.

Events update (Shelby Connell, Kristin Ruedi-Krause, and Heidi Weitzman)

- Pasqual's night: November 5, all day at the Hilldale Pasqual's. In order to get the donation to VHE, diners will have to present an actual, paper flyer. The flyer will go out the week of 10/20, and will be posted on the PTO website for people to print up.
- Scholastic Book Fair will be held in the cafeteria on Tuesday, November 11 and Wednesday, November 12. We will need volunteers to help with the sale. A Sign-Up Genius link will be going out. We are also looking for a co-coordinator to help out.

Volunteer Co-Coordinators (Shelby Connell)

Two volunteer coordinators will join the PTO board. Jodi Beck will coordinate volunteer needs at school (for example, organizing the book room) and LèAndrea Vernon will coordinate volunteer needs for events, especially the carnival. She will also coordinate external volunteers (i.e., UW students that help with various events).

School Adoption Possibility (Shelby Connell and Peg Keeler)

The Madison school district has a goal to have every school will be adopted by an organization within the community. This means that the organizations would help their adopted schools in various ways, depending on the school's needs. There is a possibility that Midvale Community Lutheran Church will adopt Van Hise Elementary. At Van Hise, the church would likely help fill volunteer needs at the school. (The help provided would not be religious in nature.)

Other business

Parent Advisory Committee. Superintendent Cheatham has set up a Parent Advisory Committee. Susan Anderson, parent of a 4th grader, is the representative for Van Hise. The committee consists of about 30 parents and meets once a month. Last year, the committee helped work out priorities for the behavior plan and community engagement. This year, they are planning based on what current 4k students will be taught by the time they graduate. Susan will present a summary and bring our feedback to the committee.

Capacity. There is a meeting on October 15, 2014 to discuss the districts plan for dealing with capacity issues at Van Hise and other schools. There is also a survey, which closes on October 17, 2014. Parents are encouraged to attend the meeting and/or fill out the survey, if possible.

Topics for future PTO meetings. We talked about different ideas for meeting topics for the rest of the year. The tentative schedule we decided on is:

- December 2, fitness night [This ended up not working because the gym is not available on this night - we will try a fitness night next year. We'll discuss different ideas at the November meeting.]
- January 6, Game night
- February 3, How math is taught
- March 3, Assessments