

Miner PTO Meeting

September 13, 2016

Agenda

6:00 - 6:05 Welcome

6:05 - 6:20 Special Topics

6:20 - 6:50 Elections

6:50 - 7:00 Principal's Update (Ms. Mial)

7:00 - 7:05 President's Update (Tammy & Dave)

7:05 - 7:10 Treasurer's Report (Dan)

7:10 - 7:20 Teacher & Committee Reports

7:20 - 7:25 LSAT Update

7:25 - 7:30 Open Comment

Welcome, and Welcome Back!

- Introductions
- Nametags
- Babysitting
 - Provided free of charge (including dinner) by The District Church
- Refreshments & Light Dinner
 - Sign up sheet is available if you'd like to contribute food for future PTO meetings - or donate money so the PTO can purchase food

Meeting Rules

- We have just 90 minutes tonight and we want to respect parents' and teachers' time commitments
- So please...
 - Share your thoughts and ideas, but...
 - Keep comments brief and on-topic
 - Be courteous and respectful when others are speaking

PTO Purpose

To enhance and support the educational experience at Miner

To develop a closer connection between school and home by encouraging family and teacher involvement

To improve the environment at Miner through volunteer and financial support

PTO General Meeting Dates for SY16-17

Generally the first Tuesday of each month.

Meetings start at 6:00 pm in the Miner Cafeteria.

October 4

March 7

November 1

April 4

December 6

May 2

January 10

June 6

February 7

SY16-17 Special Topic Overview

This list simply a possible starting point. Please let us know what you're interested in hearing about!

October: Staff and roles

November: Before and after school programs; extracurricular programs; partnerships?

December: Differentiated instruction to meet the needs of all learners

January: Summer camps/programs
Low cost computers/internet

February: Health and wellness
(mental health; physical health)

March: Testing (overview of all types of assessments)

April: Special education programs

May: Review/planning for next year

Jun: Review/planning for next year

Potential topics: MPD School Resource Officer, Move this World, SBOE

Special Topic:

PreK Parent Committee Overview - Natalie Bellino

- The ECE Parent Committee has been a part of Miner since 2012
- This school year it has been recommended to become a formal Committee of the PTO
- Due to Title I eligibility, Miner receives funds from the DCPS Head Start grant to wrap comprehensive services and supports around PK3 and PK4 classrooms, including
 - curricular support and other professional development opportunities for teachers
 - supports for child health and development
 - family support services
- Because of the requirements for family engagement in Head Start, DCPS strongly encourages Title I schools supported by this funding to maintain an early childhood parent committee as a part of its school overall programming and the connection between preschool and later grades
- The first meeting for this school year will be Tuesday, September 20 at 8:00 am in the Large Group Instruction Room. Children are welcome to attend.

Special Topic: Veggie Garden Overview - Effie Kapsalis

- History & Purpose
- Our garden partner: Cultivate the City
- Current activities
- Upcoming events
- Plan for the future
- How to get involved

SY16-17 PTO Elections

OFFICERS:

- President (1 person)
- Vice President (1 person)
- Treasurer (1 person)
- Secretary (1 or 2 people)
- Early Childhood (ECE) Teacher Representative (1 teacher)
- K-5 Teacher Representative (1 teacher)

COMMITTEE CHAIRS:

- Fundraising & Grants Committee (1 person)
- Communications & Outreach Committee (1 person)
- PreK Parent Committee (1 person)

COORDINATORS & LIAISONS:

- Civic Liaison (1 person)
- District Church Liaison(1 person)
- Family Support Coordinator (1 or 2 people)
- Teacher Appreciation Coordinator (1 or 2 parents)
- Family Engagement & Events Coordinator (1 or 2 people)
- Volunteer Coordinator (1 person)

Election Process

1. Take any final nominations
2. Nominees introduce themselves and briefly state why they are interested in the position
3. Nominees leave the room
4. Voting will be done by raising hands - 1 vote per family

For those running unopposed, the vote will be to confirm or deny the nominee. If a nominee is denied, a special election will be held at a later date.

5. Terms for the newly-elected begin at the conclusion of tonight's meeting - Congratulations!

SY16-17 Elections: President

One person (in coordination with Vice President) to:

- Coordinate and facilitate monthly PTO meetings
- Hold regular Executive Board meetings/calls
- Oversee PTO and act as liaison with school leadership
- Serve as the central coordinator to help connect parents, teachers, and school staff working on specific issues
- Serve as PTO representative on LSAT
- Oversee PTO and LSAT parent elections

In general, the President is more “Up and Out” focused - interacting outside the organization with the school and our partners

Nominee:

- David Treat (PK4) - incumbent - RE-ELECTED

SY16-17 Elections: Vice President

One person (in coordination with President) to:

- Coordinate and facilitate monthly PTO meetings
- Hold regular Executive Board meetings/calls
- Oversee PTO and act as liaison with school leadership
- Serve as the central coordinator to help connect parents, teachers, and school staff working on specific issues
- Oversee PTO and LSAT parent elections

In general, the Vice President is more “Down and In” focused - administering the organization itself

Nominees:

- Marcus McIntyre
- LaTasha Morgan (PK4) - ELECTED

SY16-17 Elections: Treasurer

One person to:

- Manage bank account and keep financial records
- Give brief summary of financial activity at PTO meetings including a written statement
- Process reimbursements
- Work closely with Fundraising and Grants Committee
- Make small purchases
- Maintain 501c3 status by filing tax forms

Nominee:

- Dan Harper (PK4) - incumbent - RE-ELECTED

SY16-17 Elections: Secretary

One or two people to:

- Distribute meeting agendas via email and make hard copies to be available at meetings
- Take minutes at PTO meetings (co-secretaries can take turns).
- Distribute meeting minutes within 1 week of meeting.

Nominee:

- Andrew Curry (PK4) - ELECTED
- Gloria Henry (K, 2) - ELECTED

SY16-17 Elections: Teacher Representatives

One ECE teacher and one K-5 teacher to:

- Act as a liaison between teaching staff and PTO
- Give regular updates at PTO meetings
- Solicit volunteers for various teacher-led activities and advertise events to PTO

Nominees:

- ECE: Ashley Luttmmer (PK4) - ELECTED
- K-5: Special Election to be held later

SY16-17 Elections: Chair of the Fundraising & Grants Committee

One person to chair the committee that will:

- Draft budget with treasurer
- Assist teachers and staff with grant identification and grant writing
- Identify 1-2 fundraising ideas for each semester
- Help promote ongoing fundraising programs (grocery stores, box tops, Miner night at Star & Shamrock, etc.) and develop new programs

Nominee:

- Lindsey Jones-Renaud (PK3) - ELECTED

SY16-17 Elections: Chair of the Communications & Outreach Committee

One person to chair the committee that will:

- Collect and manage PTO member data
- Manage Google group and PTO general mailbox
- Help to advertise PTO meetings/ events
- Work with the MSL to maintain and distribute monthly calendar of events

Nominee:

- Holly Harper (PK4) - incumbent - RE-ELECTED

SY16-17 Elections: Chair of the PreK Parent Committee

One person to chair the committee that will:

- Help parents have a voice in the functions of PreK, including ways to support classes, help with events planning, fundraising ideas and support, and help parents develop some leadership skills.
- Nominate one parent to serve on the Head Start Policy Council which represents all 8 wards and schools from all across the city.

Election for the Committee Chair will be held at the first PreK Parent Committee meeting: Tuesday, September 20 at 8:00 am in the Large Group Instruction Room

SY16-17 Elections: Committee Members

Note that Committees are self-organizing and only the chairperson is an elected position.

The following have expressed interest in being members of the Committees:

- Fundraising & Grants: Shanell Butler (1)
- Communications & Outreach: Mariana Jones (PK4)
- PreK Parent: Lacy Brittingham (PK3), Shauna Eisenberg (PK3), Nick Heitger (PK3), Mariana Jones (PK4), Tabilah Newman (PK3)

The first PreK Parent Committee meeting will be held Tuesday, September 20 at 8:00 in the Large Group Instruction Room.

SY16-17 Elections: Civic Liaison

One or two people to:

- Serve as Miner Representative to CHPSPO (Capitol Hill Public Schools Parent Organization) and attend monthly meetings (usually the 3rd Tuesday each month)
- Report 1-2 minute summary at PTO meetings
- Coordinate outreach and advocacy to DCPS, DC Council, ANC, etc

Nominee:

- Tammy Alexander (2) - ELECTED
- Marcus McIntyre - ELECTED

SY16-17 Elections: District Church Liaison

One person to:

- Coordinate babysitting with District Church (email with POC to get a schedule of babysitters for PTO meetings)
- Provide sign-up sheets for babysitting
- Greet District Church volunteers and answer any questions

Nominee:

- Robert Henry (K, 2) - ELECTED

SY16-17 Elections: Family Support Coordinator

One or two people to:

- Recruit volunteers and donations to meet critical needs of Miner families (in coordination with Miner's social workers)
- Efforts could include:
 - Fall Uniform Drive
 - Winter Holiday Gift Drive

Nominees:

- Heather Mclean (PK4) - ELECTED
- Blair Stevenson (PK4)
- Sade Thomas (K, 3, 5) - ELECTED

SY16-17 Elections: Teacher Appreciation Coordinator

One or two parents to:

- Plan, organize, and execute events designed to show parent appreciation for Miner's teachers and staff. Examples include:
 - Back-to-school week lunch
 - Holiday cookie/candy bags
 - Teacher Appreciation Week (spring)
 - End of year luncheon (June)
- Work with Volunteer Coordinator to recruit volunteers and donations for these events

Nominees:

- Sheryl Freedman (PK4) - incumbent - ELECTED
- Blair Stevenson (PK4) - ELECTED
- Portia Terry (K)

SY16-17 Elections: Family Engagement & Events Coordinator

One or two people to:

- Help to increase family engagement
- Plan, organize, and execute PTO-sponsored family events
- Work with school staff to plan and execute joint events
- Work with Volunteer Coordinator to solicit donations and volunteers

Nominees:

- Colleen Chamberlain (PK4) - ELECTED
- Theresa Dorsey (PK3/4) - ELECTED

SY16-17 Elections: Volunteer Coordinator

One person to:

- Create and maintain a database of PTO members willing to volunteer in various capacities
- Encourage PTO members to volunteer
- Work with PTO officers, committee chairs, and school personnel to help match up and organize volunteers for various efforts and events using SignUpGenius or other tools.

Nominees:

- Natalie Bellino (PK4) - ELECTED

THANK YOU to our outgoing PTO leaders!!
Your dedication to serving Miner's students and families is greatly appreciated!!

CONGRATULATIONS to our new and re-elected
PTO Officers, Committee Chairs, and
Coordinators/Liaisons!

Principal's Update - Ms. Mial

Miner Elementary School

Ninety-Day Leadership Entry Plan SY16/17

“Focus 4”

1. Understand Miner and DCPS

Become familiar with people, processes, partnerships and community stakeholders

2. Analyze Critical Issues

Identify and analyze the critical issues and student achievement data that present challenges and opportunities to maximize resources for increased student and staff performance

3. Communicating Effectively

Building effective communication through responsive, open and honest communication practices, by delivering timely accurate information and using mutually beneficial two-way communications

4. Engaged the Community

Encourage and promote community engagement and foster productive relationships with key stakeholders

Andrea Mial
Principal

Tiffany Torrence
Assistant Principal

Yovi Flores
Manager of Strategy and Logistics



Proud members of Cluster 5 where Dr. Janice Alexander serves as Instructional Superintendent

President's Update - Tammy & Dave

- How to get involved (volunteering & donations)
 - See letter and flyer from last spring for all the ways the PTO is involved at Miner
- Parent Volunteer Center
- Bylaws and process review/update
- Proposed Tiger Team: Diversity
- Any ideas for using/donating the hot dog buns leftover from the picnic?

Treasurer's Report - Dan

SY15-16 Wrap up

Starting Balance

13,758.15

Deposits

Sep 1,869.00

Oct 545.00

Nov 2,565.47

Dec 1,439.27

Jan 1,420.00

Feb 870.00

Mar 872.00

Apr 1,229.00

May 3,359.30

June 0.00

July 30.00

Aug 395.71

Total 28,352.90

Withdrawals

Sep -9,690.45

Oct -2,947.76

Nov -753.70

Dec -921.75

Jan -21.00

Feb -225.00

Mar -288.24

Apr -483.99

May -287.96

June -2,522.82

July -1,568.67

Aug -350.04

Total -20,061.38

D-W 8,291.52

Earmarks

Library Grant -1,010.53

Garden Grant -1,500.00

Mini-Grant -74.00

PK -64.89

Effective Ending

Balance 5,642.10

Teacher & Committee Reports

- ECE - Ms. Dorsey
- K-5 - Ms. Jensen
- Library - Ms. Williams
- Fundraising Committee - Andrew
 - T-Shirts and Yard Signs
 - “Month for Miner” Fall Fundraising Campaign
- Communications Committee - Holly
- Parental Support - Ms. Davis
 - Uniform Drive
- Teacher Appreciation - Sheryl
- Outreach - Amy
- CHPSP0 - Carrie
- PreK Parent Cmte - Natalie
 - ECE Supply Drive

Thank You!

Any Joys, Questions, or Concerns that you'd like to share?