

# Miner PTO General Meeting

September 12, 2017

Did you know...

Miner's roof is covered in solar panels, which supply about a quarter of Miner's electricity needs!

There is also a satellite dish to receive tv signals, AND a weather station.

# Agenda

**6:00 - 6:05** Welcome

**6:05 - 6:20** Principal's Report

**6:20 - 6:25** Special Topics

**6:25 - 6:40** PTO & LSAT Election

**6:40 - 6:45** President's Report

**6:45 - 6:55** Upcoming Events, Reminders & Opportunities

**6:55 - 7:15** Regular PTO Business

# Welcome, and Welcome Back!

- Nametags
- Babysitting
  - Provided free of charge (including dinner) by Christ City Church DC
- Refreshments & Light Dinner
  - Suggested donation of \$2 per pizza slice
  - Please let us know if you'd like to contribute food or funding for future PTO meetings
- Next PTO meeting date: Tuesday, October 3 at 6:00

# Principal's Report

Mr. Jackson

# Principal's Report

- Welcome all of the Parents/families/community, and thank you all for attending tonight's meeting!
- I'm excited to work with parents this year to ensure that Miner is moving toward excellence.
- The school year is off to a great start. I am excited to work with such a dedicated group of teachers and staff and they deserve all of the credit for the amazing start we are off to this year.
- Miner was honored to have had Chancellor Wilson visit today.
- I appreciate the support from families and encourage anyone to reach out with any questions or concerns as they arise.

# Special Topic: Special Topics for SY17-18

David Treat

# SY17-18 Special Topics

This list simply a possible starting point. A survey is available to let us know your interest in proposed topics, or to suggest your own:

<https://goo.gl/forms/s3diZwdZR3GtXd272>

## Scheduled topics:

October: E-H Principal, Staff and roles

January: Summer camps/programs

March: Testing (overview of all types of assessments)

May: Year in Review

Jun: Planning for next year

## Potential topics:

- New DCPS Strategic Plan
- Social & emotional learning
- Community Action Team
- “Special” programs (STEM, Dual Lang, IB, etc)
- Differentiated learning
- SpEd programs & related services
- Partnerships, clubs, extracurricular activities
- Plans for school improvement
- Curriculum & Specials overview
- Health & Wellness (mental & physical)

# PTO & LSAT Election



# SY17-18 PTO Leadership

## ELECTED OFFICERS (EXECUTIVE BOARD):

- 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)

## COMMITTEES:

- Fundraising
- Grants
- Communications & Outreach
- Appreciation & Recognition
- Family Support
- Family Engagement & Events
- Facilities & Grounds\*

## OTHER ROLES:

- Volunteer Coordinator
- Civic Liaison

# SY17-18 PTO Officer Election: 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 (K parent) - incumbent - RE-ELECTED

# SY17-18 PTO Officer Election: 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*

Nominee:

- Julie Muir (PreK3 parent) - ELECTED

# SY17-18 PTO Officer Election: 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:

- Derek Herr (PreK3 parent) - ELECTED

# SY17-18 PTO Officer Election: 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:

- Ms. Lindsay Brown (PreK3/4 teacher) - incumbent -  
**RE-ELECTED**

# SY17-18 PTO Officer Election: Teacher Reps

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: none
- K-5: Ms. Carol Betts (K teacher) - ELECTED

At the meeting, the PTO membership voted and **approved** consolidating the two Teacher Reps into a single position.

# SY17-18 PTO Leadership: Committees

## Proposed guidelines for Committees:

- Committees are self-organizing and membership is open to anyone interested any time during the year.
- Members may join or switch committees as their interests and the PTO's needs change over the course of the year.
- Committees are encouraged (but not required) to elect a chairperson(s) to become a formal part of the PTO "Leadership Team" along with the Executive Board. The chair also becomes the "owner" of the committee's budget account.
- New committees may be established if needed, or unnecessary committees disbanded during the school year by vote of PTO membership.

# SY17-18 PTO Leadership: Fundraising Committee

- Assist treasurer and Executive Board to draft the budget
- Identify, plan, and implement fundraising events and other ideas
- Help promote ongoing fundraising programs (grocery stores, box tops, Miner night at Star & Shamrock, etc.) and develop new programs

## Potential committee members:

- Lindsey Jones-Renaud
- Tiffany Stewart
- Julie Muir
- Katy Thomas



# SY17-18 PTO Leadership: Grants Committee

- Assist treasurer and Executive Board to draft the budget
- Assist teachers and staff with grant identification and grant writing

## Potential committee members:

- Lindsey Jones-Renaud
- Julie Muir
- Mariana Jones

# SY17-18 PTO Leadership: Communications & Outreach Committee

- Manage Google group and PTO general mailbox
- Help to advertise PTO, school, and community meetings/events
- Manage the PTO's website and social media
- Write news items for local media

## Potential committee members:

- Tiffany Stewart
- David Treat
- Justin Burniske
- Jessica Burniske

# SY17-18 PTO Leadership: Appreciation & Recognition

- Plan, organize, and execute events designed to show parent appreciation for Miner's teachers and staff.
- Lead the PTO's efforts to recognize important milestones and achievement amongst Miner's students, staff, and parents.

## Potential committee members:

- Tiffany Stewart
- Justin Burniske
- Jessica Burniske

# SY17-18 PTO Leadership: Family Support Committee

- Plan, organize, and execute activities designed to meet critical needs of Miner families (in coordination with Miner's social workers)
- Recruit volunteers and donations for these activities.

## Potential committee members:

- Tiffany Stewart
- Justin Burniske
- Jessica Burniske
- CarolAnne Caparas
- Mariana Jones

# SY17-18 PTO Leadership: Family Engagement & Events Committee

- 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

## Potential committee members:

- Tracy Leaman
- Tiffany Stewart
- Julie Muir
- CarolAnne Caparas
- Theresa Dorsey

# SY17-18 PTO Leadership: Facilities & Grounds Committee

This is a newly-proposed committee. At the meeting, the PTO membership voted and **approved** establishment of this committee

- Consolidates “playground team” and “garden liaison” roles
- Work with the school to identify issues with the school building, facilities, or grounds, and suggest and/or implement solutions
- Advocate for solutions as necessary to outside organizations, such as government agencies

Potential committee members:

- Lolly Axley
- Shauna Eisenberg
- David Treat

# SY17-18 PTO Leadership: Volunteer Coordinator

One or two people to:

- 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.

Nominee:

- Tiffany Stewart

# SY17-18 PTO Leadership: Civic Liaison

One or two people to:

- Serve as Miner Representative to CHPSPPO (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:

- Katy Thomas



**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 members, and  
Coordinators/Liaisons!**

# LSAT Parent Representative Election

Per DCPS LSAT guidelines, the PTO is responsible for administering the election of Parent Representatives to the LSAT.

Only parents may vote for these nominees

Nominees:

- Tammy Alexander (3rd grade) - ELECTED
- Victoria Collin (PreK3)
- Shantal Hill (4th, 2nd, K) - ELECTED
- James Hunter (PreK3)
- Hill Thomas (K, PreK3) - ELECTED
- Andrew Whitehead (K, PreK3) - ELECTED

# President's Update

- Recent events - thank you to all who made these possible!
  - Summer playdates
  - School Beautification Day
  - Start of the school year
  - Parent leadership info sessions
  - PreK Parent Committee meeting
- Does the PTO need to undertake a needs assessment?
  - Would help us determine priorities to focus our volunteer and funding resources
  - If you know of a need, please email us your thoughts
  - At the meeting, the PTO membership **approved** moving forward with a Needs Assessment. David Treat will lead, and will send out a call for volunteers.

# Upcoming Events, Reminders & Opportunities

# Upcoming Events (1 of 3)

## Wednesday, September 13

- **No Extended Day:** Staff at Miner will have a staff meeting from 3:30-4:30pm which means Extended Day for grades 3-5 will be cancelled. PAL programming will continue as normal.
- **3:00 PM - 5:00 PM // Cultivate the City Garden Market & CSA Pickup:** See and purchase locally-grown produce and fruits from Miner's garden partner, [Cultivate the City](#). If you've purchased a CSA share, you can pick it up at this time. More information about Cultivate the City and their CSA program [here](#).

## Thursday, September 14

- **7:00 PM in the cafeteria // Advisory Neighborhood Commission 6A Monthly Meeting:** Details available on ANC6A website (<http://anc6a.org>)

## Tuesday, September 19

- **5:00 PM - 6:30 PM in the Large Group Instruction Room // LSAT Meeting:** All are welcome to observe the Local School Advisory Team's discussions with Principal Jackson. More information about the LSAT [here](#).

# Upcoming Events (2 of 3)

## Wednesday, September 20

- **8:00 AM - 9:00 AM // Welcome Back Breakfast:** Annual PTO-sponsored breakfast to welcome teachers and staff back to school (proposed)
- **3:00 PM - 5:00 PM // Cultivate the City Garden Market & CSA Pickup**
- **5:00 PM - 6:30 PM // Back to School Night:** Our first big event of the year! All Families are invited back to meet with the leadership team and staff at Miner. Learn what we have planned for the year and what your students will be learning this year.

## Thursday, September 21

- **4:00 PM at TBD Location // Soccer Game:** Come cheer on our Mighty Miner Bears!

## Friday, September 22

- **No school for students:** Professional Development day

# Upcoming Events (3 of 3)

## Wednesday, September 27

- **3:00 PM - 5:00 PM // Cultivate the City Garden Market & CSA Pickup**

## Thursday, September 28

- **4:00 PM at TBD Location // Soccer Game**

## Tuesday, October 3

- **6:00 PM - 7:30 PM in the cafeteria // PTO General Meeting**

## Wednesday, October 4

- **7:30 AM in Lincoln Park // Walk-to-School Day:** Join families from Miner and our sister schools on Capitol Hill for this annual tradition! Meet in the park to gather and hear speeches from local dignitaries, then walk together to Miner to start the day! More information [here](#).

# Reminders & Opportunities

- Although our Fall Uniform drive is officially over, we will always continue to accept donations of gently used (or new) uniform clothing.
- We still need donations of plastic hangers (adults and child sizes) for the new racks provided by the PTO for the Family Support Center.

See the Volunteer page (<http://www.minerelementary.org/volunteer.html>) or the Donations page (<http://www.minerelementary.org/donate.html>) on Miner's website for the latest details.



# Regular PTO Business

# Treasurer Report

Balance as of June 6, 2017:	\$22,211.96
Expenses (June 6 - September 12):	\$8,290.76
Income (June 6 - September 12):	\$587.36
Balance as of September 12, 2017:	\$14,508.56
Pending Expenses:	\$0
Pending Income:	\$1,173.00
Effective Balance:	\$15,681.56

Executive Board will start SY17-18 budget development starts tomorrow. PTO membership will vote at October 3 meeting.

# Teacher Representative Report

- Due to larger-than-anticipated class sizes, the K and 1st grade classes would love for parents to volunteer in-class or as chaperones on field trips.
  - DCPS background check would be required. Information to get started is on Miner's website:  
<http://www.minerelementary.org/volunteer.html>
- Last year we discussed purchasing a bounce house
  - 1 large or 2 smaller ones (1 for younger students, 1 for older)
  - Should the PTO continue to pursue this purchase?
  - If so, need to determine how many, what sizes, and where to store
- Reminder to teachers: the PTO budget includes \$200 for use by each classroom
  - Most teachers did not make use of these funds
  - Is there a more effective way to support teachers?
  - Need to know so we can develop the budget

# Fundraising Committee

Move! Play! Grow! Is in full swing.

- Four ways to contribute:
  - Online via Paypal
  - Via check
  - Make a pledge
  - Employer matching
- Consider donating a “Month for Miner”!
- Business sponsorships also available

See the dedicated webpage here:

<http://www.minerelementary.org/donate-moveplaygrow.html>

**Move Play Grow**

Miner Elementary  
Parent Teacher Organization (PTO)  
2017-2018 Donor Drive

Donate now to support programs such as:

- Playworks partnership to create a play-powered recess culture
- school garden program & children's gardening supplies
- festivals & assemblies to celebrate achievement
- stage curtains to brighten student performances
- new classroom technologies and STEAM programming
- restorative justice & social emotional skill-building programs

**Move!** Increase physical activity throughout the day

**Play!** Engage in safe, inclusive, and educational play

**Grow!** Cultivate healthy, secure, and curious minds & bodies

Donate Online or by Check

Make the check payable to **Miner PTO** at 601 15th St. NE Washington DC 20002  
or donate online: [www.minerelementary.org/donate-moveplaygrow.html](http://www.minerelementary.org/donate-moveplaygrow.html)

# Grants Committee

- No additional update at this time

# Communications & Outreach Committee

- Committee needs volunteers for:
  - News/copywriter for local media
  - Social Media: Twitter
  - Spirit Store Manager
- The last remaining inventory of t-shirts is for sale:
  - Adult: \$10
  - Youth: \$7
  - We will begin taking pre-orders soon for the next batch of t-shirts
- Yard signs are also for sale
  - \$3 each or \$10 for 4

Spirit Store:

<http://www.minerelementary.org/spirit-store.html>



# Appreciation & Recognition Committee

- PTO will sponsor a “Welcome Back” breakfast for teachers and staff the morning of Wednesday, September 20.
  - To be decided whether to have it catered, or have parents donate food items

# Family Support Committee

- Grand Opening for The Parent Resource Center (Rm 143) is planned for September 20 (Back to School Night)
  - Room will include computers and eventually other resources available for parent use.
- “Family Support Center” is in use (accessible only by certain staff)
  - Volunteers have begun the process of organizing the inventory of backpacks, coats, uniforms, and other items
  - PTO purchased shelving and garment racks over the summer



# Family Engagement & Events

- Stay tuned for information about how to help plan the first big fun family engagement of the year:
  - Booktoberfest (formerly Oktoberfest) in late October
- Two other “big & fun” events are proposed:
  - Winter dance (after returning from break)
  - Spring festival

# Facilities & Grounds Committee

- No additional update at this time

# Volunteer Coordinator

- No additional update at this time

# Civic Liaison

- PTO will register Miner's involvement in Walk-to-School Day on October 4
  - 7:30 AM in Lincoln Park
  - Chancellor Wilson will be in attendance

# Thank You!

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