

# Miner PTO General Meeting

May 3, 2022

**The first week of May is Teacher Appreciation Week. We are so grateful to our amazing Miner teachers!**

# Agenda

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

**6:05 - 6:10 Administration Report**

**6:10 - 6:15 Community School Update**

**6:15 - 6:30 Election Report + Q&A**

**6:30 - 6:50 School Committee Reports**

6:30 Equity Team

6:35 Miner Mutual Aid Network

6:40 Green Team

6:45 LSAT

**6:50 - 7:00 PTO President & VP Report**

**7:00 - 7:05 Treasurer & Teacher Representative Reports**

**7:05 - 7:10 PTO Committee Reports**

**7:10 - 7:15 Upcoming Events, Reminders, Opportunities**

**Open Comment:** Other joys, concerns, or questions?



# Welcome!

- Welcome to our May PTO General Meeting!
- Please remain on mute if you aren't speaking.
- All questions can be asked in the chat box or by using the “raise hand” button - we will do our best to answer them all but if we miss yours, please ask again or feel free to email us at [minerpto@gmail.com](mailto:minerpto@gmail.com) and we will be sure to answer!
- After the meeting, please reach out to us at [minerpto@gmail.com](mailto:minerpto@gmail.com) to let us know what you did/did not like about the virtual format - we would LOVE your feedback!
- Next PTO meeting date: Tuesday, June 7, at 6:00pm (our final meeting of the year)



# Administration Report

Assistant Principal Coleman



# Community School Update

Kristine DuPree

<https://www.minerelementary.org/community-school.html>



# Election Report + Q&A

<https://www.minerelementary.org/election.html>



# Local School Advisory Team (LSAT)

- Visit <https://minerelementary.org/lSAT>
- Board is made up of:
  - 4 Parent Representatives (elected by parents/guardians)
  - 4 Teacher Representatives (elected by teachers)
  - 1 Staff Representative (elected by staff)
  - 1 WTU Building Representative
  - 1 Parent Organization Representative
  - 1 Community Representative (elected by LSAT)
- Parent Representatives are elected as part of the combined PTO and LSAT Election
  - Work with teachers and staff representatives on implementation of the Comprehensive School Plan (CSP). Review data in order to be informed about school needs and trends. Use assessment results to develop specific strategies for research-based school improvement. Ensure school alignment with strategic and specific goals and objectives of DCPS. Parent representatives on the LSAT do not need to be a member of the Parent Teacher Organization.
  - Term runs July 1 - June 30
- Current Parent Representatives: Andrea Jones, Daniel Lerner, Latoya McCarthy-Scott, Allison Mitchell



# Parent Teacher Organization (PTO) Executive Board

- Visit <https://www.minerelementary.org/parent-teacher-organization.html>
- Board is made up of:
  - President - Julie Muir
  - Vice President - Brandon Scott
  - Treasurer (2 year term) - Abby McGill
  - Secretary - Erica Brooks
  - Teacher Representatives
    - Ms. Coles (Math Coach)
    - Ms. Halley (3-5 SPED)
    - Ms. Hayes (ELA Coach)
  - Principal (not elected) - Ms. White/Ms. Angry
- All positions (except Principal) are elected and terms begin immediately after the final PTO General Meeting of the school year (June 7)
- Teachers may run for any elected position; parents/guardians/non-teaching staff may run for any elected position except Teacher Representative





# PTO Executive Board Job Descriptions

- President and Vice President  
Serve as the official representative of the PTO. Coordinate, facilitate, and preside at monthly PTO meetings. Hold regular Leadership Team meetings. Oversee PTO. Act as liaison between PTO and admin. Serve as the central coordinators to help connect parents, teachers, and staff. Oversee PTO and LSAT elections. Manage PTO administrative and general operations. Serve as PTO representative on LSAT (President). Sign contracts (President). Establish and maintain relationships with external organizations and partners with the Community Engagement Committee (President). Oversee the Committee system as a whole, with emphasis on Committees not aligned with other Officers (VP).
- Secretary  
Work with the President and Vice President to prepare agendas for PTO meetings. Record and distribute minutes of all Executive Board and General PTO meetings. Maintain the PTO's record-keeping system (both paper and cloud). Manage internal PTO communications with the Communications Committee. Maintain PTO website and calendar.
- Treasurer  
Serve as custodian of the PTO's finances. Manage bank, credit, and insurance accounts. Maintain financial records (hold one copy of all financial records). Lead budget development. Report financial activity at PTO meetings, including a written statement. Prepare year-end financial report. Facilitate an annual audit. Collect revenue. Pay authorized expenses. Maintain 501(c)(3) status and ensure compliance. Provide receipts to donors. Oversee financial aspects of fundraisers and grants with the Fundraising & Grants Committee, including maintaining donor and pledge lists. The Treasurer is elected to a two year term.
- Teacher Representative(s)  
Act as a liaison between teaching staff and PTO. Provide a report of school and teacher-led activities at PTO General Meetings. Solicit PTO volunteers for various teacher-led or classroom activities. Inform PTO of school/teacher- sponsored events. Coordinate needs of teachers/students where PTO can assist. Create an annual calendar/ list of classroom/grade-level projects and any PTO involvement requested. Educate teachers on relevant internal PTO processes. Must be a teacher.



# LSAT and PTO Combined Election

- Visit [minerelementary.org/election](http://minerelementary.org/election)
- Nomination Process
  - Nominations (including self-nominations) will be accepted Monday, April 25 through Monday, May 16 at 5:00 PM.
  - [Nomination forms are available here](#) to download and print. Then just scan or take a photo of the form and email back to [minerpto@gmail.com](mailto:minerpto@gmail.com). Nominations can also be submitted [online here](#).
- Important Dates
  - Election will be held electronically from May 23-31.
  - Ballots will be counted and the newly-elected Executive Board will be notified June 1-3.
  - Results will be announced publicly at the PTO General Meeting on June 7 (results will also be shared electronically and on social media).
  - **PTO:** Terms for new PTO Executive Board will begin on Tuesday, June 7 after the PTO General Meeting.
  - **PTO:** The first PTO Leadership Team meeting with both outgoing and incoming Executive Board and Committee Chairs will be June 21 at 6:00 PM.
  - **LSAT:** The final LSAT meeting of SY21-22 will be on Tuesday, June 14. New Parent Representatives are encouraged to attend. The term for the new LSAT begins July 1.



# School Committee Reports

Equity Team  
Mutual Aid Network  
Green Team  
LSAT



# Equity Team Report

Facilitator: Latoya McCarthy-Scott

<https://www.minerelementary.org/equity-team.html>



# Join the Equity Team!

Interested in joining the team, or just learning more about it?

Membership is open to anyone in the Miner community who has an interest in increasing equity and inclusiveness in our school and our community. Team members are the heart of Miner's equity work, and are responsible for taking the lead to identify needs, develop ideas, and put plans into action.

To join:

- Email [minerequityteam@gmail.com](mailto:minerequityteam@gmail.com)
- Participate in a Kindred dialogue group
- Fill out this form: <https://forms.gle/BZeYZHByi4GHVrDKA>

We are taking a step back from meetings as Kindred is coming back into the building. We are looking forward to working with them and encourage all who are interested in the Equity Team to sign up for dialogue groups.

For more information, visit the Equity Team page on Miner's website:

<https://www.minerelementary.org/equity-team.html>



# Miner Mutual Aid Network

Chris Deutsch

<https://www.minerelementary.org/mutual-aid-network.html>



# Miner Mutual Aid Community Table

Saturday, May 14  
11am - 12pm

Miner Elementary School  
601 15th St NE

**Come by Miner if you  
are in need of:**

food boxes  
masks  
cleaning supplies

clothes  
diapers  
children's books

**To donate: contact [MinerMutualAid@gmail.com](mailto:MinerMutualAid@gmail.com)**



Hosted in solidarity with  
Ward 6 Mutual Aid

# Mutual Aid Volunteer Opportunity

Is anyone able to assist with helping a new to Miner family get to school?

The family lives at 16th and E Streets NE, so if anyone who walks to school in that vicinity is interested in helping out, or would like more information, please contact Chris Deutsch at [minermutualaid@gmail.com](mailto:minermutualaid@gmail.com).





# How Can I Help?

Financial and in-kind donations to support Miner Mutual Aid can be made through the Miner PTO via the [Donation page](#).

Mutual Aid goes beyond financial support. We ask every member of our community to challenge themselves to consider other ways they can be of service. This may include:

- Groceries, toiletries, medicine, cleaning supplies or other essentials
- Administrative help: legal support, social services, applying for unemployment benefits
- Transportation for individuals, or to pick up groceries and other supplies
- Childcare
- Tech Support for distance learning
- Checking in via phone calls, video chats, texting



# How Can I Receive Help?

Requests for support can be made by filling out [an online Google form](#). The requests are only seen by the members of the Mutual Aid Network Team and will never be shared.

Alternatively, you can also reach out to any Miner teacher, the Community School coordinator, or Social Worker.



# Green Team Report

Ms. Ashley Luttmer and Ms. Emma Creamer

<https://www.minerelementary.org/green-team.html>



# Green Team

## Next Meeting:

The next Green Team meeting will be on Tuesday, May 10 at 3:45 in the garden.

Email Ms. Emma to be added to the newly created Green Team email list.

If you have any questions about the Green Team or how to get involved, please contact [emma.creamer@foodcorps.org](mailto:emma.creamer@foodcorps.org) or [ashley.luttmer@k12.dc.gov](mailto:ashley.luttmer@k12.dc.gov)



Miner PTO General Meeting - May 3, 2022



# LSAT Report

Co-Chairs: Mr. Jason Yoho and Ms. Allison Mitchell

Next Meeting: May 17 at 5pm

<https://www.minerelementary.org/lsat.html>



# Regular PTO Business



# President & VP Reports

- Volunteers of the Month
- Bike to School Day is TOMORROW!
- Enrollment is Open
- PTO and LSAT Election
- Bear Paw Fund
- How to Volunteer
- How to Connect



# Volunteers of the Month

## Parent Volunteer of the Month:

Jon Clark

Jon has been a huge voice for parents this year. We are grateful that he is part of our community. In addition to his constant presence at our Community Tables, Jon has taken on the role of asking the tough questions, ensuring that all parents are heard and policies are applied equitably. Thank you Jon!

## Staff Volunteer of the Month:

Ms. Hillenbrand

Ms. Hillenbrand is our STEM teacher, and while parents and staff love that she is a member of our community, I don't think anyone is more appreciative of her than her students. She is a finalist for the prestigious PAEMST (Presidential Awards for Excellence in Math and Science Teaching) and we couldn't be more proud of her. She goes above and beyond constantly, serving on the LSAT, leading school clubs, and she obviously loves Miner as she is the parent to a Miner student in addition to being a teacher.





# BIKE & ROLL

## & READ

### TO SCHOOL DAY



WEDNESDAY, MAY 4, 2022  
LINCOLN PARK  
EAST CAPITOL & 11TH ST SE  
7:30-8:15AM

**\*Buckle your helmet, wear your school gear and  
bring a book for our Book Swap for ages PK-12 !\***



Enjoy DC Public Library's Book Bike, featuring stories about biking.

Ward 6 Councilmember Charles Allen •

DC DoT will bring giveaways and conduct helmet checks •

• Ride with MPD's 1D Bicycle Patrol • National Parks Service badges and pelts •  
National Center for Safe Routes to School friends • FIA Foundation friends • US  
Department of Transportation friends • DC Water's Wendy the Water Drop •  
SEE your Ward 6 (and Ward 7!) school friends!



@w6pspo @walkrollschool



#BikeRollandRead



#BikeRolltoSchoolDay



w6pspo.org

capitol hill  
community foundation

capitolhillcommunityfoundation.com

# Enroll Today!

- To complete your enrollment electronically, visit [https://dcgov.seamlessdocs.com/f/DCPSEnrollmentForm\\_English23](https://dcgov.seamlessdocs.com/f/DCPSEnrollmentForm_English23)
- To download your enrollment form for in-person enrollment, or to complete it electronically in a different language, visit <https://enrolldcps.dc.gov/node/71>
- All students - new and returning - must enroll
- Returning students must provide proof of residency
- New students must provide proof of age and proof of residency
- Accepted proof of Age documents:
  - Birth Certificate
  - Hospital Records
  - Previous School Records
  - Passport
  - Baptismal Certificate
- Proof of residency:  
<https://osse.dc.gov/page/office-enrollment-residency-supporting-families-students>
- Questions about enrollment? Email [MinerESENroll@k12.dc.gov](mailto:MinerESENroll@k12.dc.gov)



# PTO and LSAT Combined Election

Want to get involved in leadership at Miner? Or serve in a non-official volunteer role?

Want to help improve student achievement?

Advise the principal on important issues?

***Join Miner's Local School Advisory Team!***

Want to help organize fun events for students?

Seek out partnerships and resources to benefit students, staff, and parents?

Continue building and strengthening our community?

***Join Miner's Parent Teacher Organization!***

The nomination period is now open. Voting will take place Monday, May 23 through Tuesday, May 31.

Download the [Election Information Packet](#), including nomination form, or click here to fill out the [Nomination Form](#) online.

Interested? Have questions? Contact the PTO at [minerpto@gmail.com](mailto:minerpto@gmail.com)



# Miner Combined LSAT/PTO Nomination & Interest Form for SY22-23

Please submit this form online via the link on the LSAT/PTO Election page:  
[minerelementary.org/election](http://minerelementary.org/election) or by emailing completed form to [minerpto@gmail.com](mailto:minerpto@gmail.com)

Your Name: \_\_\_\_\_

If parent, student grade(s): \_\_\_\_\_ If teacher, grade/special: \_\_\_\_\_

If staff, position \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

*Please circle all positions below in which you have an interest. See the next page for descriptions of the various positions.*

The below positions are elected electronically. Parents may run for LSAT and any PTO role simultaneously. Parents, teachers, and staff may run for only one PTO Officer position.		The below positions are not elected, but open to any PTO member who volunteers.
LSAT	PTO Officers	PTO Committees
(Parents only*)	(Parents, teachers, and staff)	(Parents, teachers, and staff)
LSAT Parent Rep	President	Appreciation & Recognition
	Vice President	
	Secretary	Communications
	Teacher Representative (ECE)**	Community Engagement
	Teacher Representative (K-5)**	Family Engagement & Events
	Teacher Representative (Other)**	
<i>*Teacher &amp; staff elections are administered separately</i>	<i>** Must be a teacher</i>	Fundraising & Grants

Tell us why you would like to serve (required for elected positions and will be included on the ballot):

# Bear Paw Fund

<https://www.minerelementary.org/bear-paw-fund.html>

## What is the Bear Paw Fund?



The Miner Parent Teacher Organization (PTO) is excited to launch our 2021-2022 **Bear Paw Fund** Fall Fundraising Campaign. The Fund will enable the PTO to support Miner students and teachers in grades pre-K through 5th grade to **Explore! Excite! Expand!** throughout the school year!

**EXPLORE!** Miner scholars can achieve their full potential exploring the natural world outside of the classroom. Miner's garden program encompasses our Peace Garden and FoodCorps service member who provides regular garden, food, and nutrition programming.

**EXCITE!** Celebrating student achievement and hosting school-wide events (Fall Festival, Winter Movie Night, Spring Dance) designed to excite students, families, and staff about our school community.

**EXPAND!** Students will expand their knowledge of our community and our region via teacher organized field trips. The PTO will support trips with resources for transportation and admission.

[Click here to download the Bear Paw Fund Information Sheet](#)

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Our goals are to:  
Raise **\$10,000** from families, friends, and neighbors  
Reach **50%** family participation



# Graduation Ceremonies

"The Miner PTO has provided my class with so many resources and opportunities! Last year, I purchased a Nearpod subscription. This tool allowed me to create more engaging and rigorous lessons during virtual learning and has continued to benefit students this school year during quarantine. Additionally, the PTO sponsored the 5th grade promotion ceremony and helped us give the class of 2021 an awesome socially-distanced celebration. The past few school years have been challenging one for us all, and the PTO's support and encouragement are so appreciated!"



# Classroom Materials

The Miner PTO purchased a table and chair that a kindergarten class used to set up a listening station to improve literacy and comprehension.





# Virtual Field Trip: Ruby Bridges

"Our 1st and 2nd grade students had the pleasure to meet and listen to a read-aloud from civil rights activist Ruby Bridges. The students were able to put a face to a necessary cause and ask thought-provoking questions about a time in history that is different from their education experience. We are so grateful that the Miner PTO supported our classes with securing this unforgettable school experience."





# Volunteer!

## [Volunteer Sign Up Form](#)

We are so grateful to all our parent, staff, and community volunteers, but we definitely could use some more help! We know it's hard to commit to serving in a Leadership role or even on a Committee, but that doesn't mean you can't be a volunteer. The best way to help out is to complete our volunteer sign up form - when we need volunteers for an event, we will email everyone who has filled out this form. If you can do it, great! If not, there will always be more opportunities for you to help out our Mighty Miner Bears!



## Join the Miner PTO Volunteer Bear Crew!

YES! I want to support my school community while building connections with other Miner Elementary parents, staff and students.

\* Required

My name is: \*

Your answer

I am a: \*

☐ Parent of a Pre-K student

☐ Parent of a K-5 student

☐ Teacher/staff member

☐ Other: \_\_\_\_\_

# How to Connect

- All parents, guardians, teachers, and staff are automatically members of the PTO
- To receive PTO email updates, “The Week Ahead” newsletter, and more, we encourage you to subscribe to the PTO email list by filling out this form:  
<https://www.minerelementary.org/join-the-pto.html>
- Follow us on [social media](#)
  - School social media:
    - <https://twitter.com/MinerElementary>
    - <https://www.facebook.com/MinerDCPS/>
    - <https://www.instagram.com/minerelementaryschool/>
  - PTO social media:
    - <https://twitter.com/MinerPTO>
    - <https://www.instagram.com/Miner.PTO/>
  - Other Miner social media:
    - Miner Equity Team: <https://twitter.com/EquityMiner>
    - Miner Green Team: <https://www.instagram.com/Minerelementarygarden/>
- How to share messages: email [minercomms@gmail.com](mailto:minercomms@gmail.com) and specify which platforms you would like your messages shared on (schoolwide messaging, social media only, etc)
- Follow the school calendar on the [Miner homepage](#)! You can even add it to your phone’s calendar.



# Treasurer Report

Abby McGill



# Treasurer Report (This Period)

*Cash Summary 4/05/22 - 5/03/22*

Balance as of April 5, 2022:	\$	<b>12,390</b>
Plus: Income (Apr 5 - May 3, 2022):	\$	4,825
Less: Expenses (Apr 5 - May 3, 2022):	\$	(3,117)
<b>Balance as of May 3, 2022:</b>	<b>\$</b>	<b>14,098</b>



# Teacher Representative Report

Ms. Coles, Ms. Halley, Ms. Hayes



# No School For Students:

- Monday, May 30 (School Closed for Memorial Day)
- PARCC Update



# Committee Reports

- Appreciation & Recognition:
  - Happy Teacher Appreciation Week!
- Communications: John Muir
  - Spirit Store
- Community Engagement: Brandon Scott
  - Bike and Roll to School Day is tomorrow!
- Family Engagement & Events:
- Fundraising & Grants:
  - Donate to the Bear Paw Fund!



# Miner Spirit Store

Two ways to purchase:

- Purchase car magnets, yard signs, and t-shirts (sizes 3T - adult XXL) by emailing [minerpto@gmail.com](mailto:minerpto@gmail.com)
- Visit our online spirit store at <https://www.cafepress.com/minerelementaryschoolspiritstore>





# Upcoming Events, Reminders, & Opportunities



# Upcoming Events (1 of 3)

## April 25 - May 16

- **PTO and LSAT Combined Election // Nomination Period:** The nomination period for the election of LSAT Parent Representatives and PTO Executive Board opens on Monday, April 25. Only parents/guardians may run for LSAT Parent Representative but both parents/guardians and teachers/staff may run for PTO Executive Board. Please visit our [dedicated election page](#) for more details and email [minerpto@gmail.com](mailto:minerpto@gmail.com) with any questions you may have. The nomination period closes at 5pm on May 16.

## Monday, May 2 - Friday, May 6

- **Teacher Appreciation Week!**

## Wednesday, May 4

- **7:45 AM - 8:15 AM in Lincoln Park // National Bike and Roll 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 bike/walk/scoot/roll together to Miner to start the day! More information [here](#).
- **5:00 PM - 6:00 PM on Zoom // LSAT and PTO Election Info Session:** If you are interested in running for LSAT Parent Representative or PTO Executive Board, or if you would like more information on either the LSAT or PTO, join members of both the LSAT and PTO Executive Board during a virtual info session.

## Wednesday, May 11

- **9:30 AM - 2:30 PM // Spring Personality Photo Day:** Studio K will be at Miner to take spring personality photos. Order forms will be sent home in student backpacks, or can be obtained from the front office. Cash, check, or money order payable to Studio K are the only accepted forms of payment.



# Upcoming Events (2 of 3)

## Saturday, May 14

- **11:00 AM - 12:00 PM in the Miner Parking Lot // Miner Mutual Aid Network Community Table:** Join us for the Miner Mutual Aid Network's Community Table in the Miner parking lot. We will once again feature free food boxes, PPE, and other necessities for any member of the community in need.

## Monday, May 16

- **5:00 PM // Nomination Period Closes:** The nomination period for the election of LSAT Parent Representatives and PTO Executive Board opens on Monday, April 25. Only parents/guardians may run for LSAT Parent Representative but both parents/guardians and teachers/staff may run for PTO Executive Board. Please visit our [dedicated election page](#) for more details and email [minerpto@gmail.com](mailto:minerpto@gmail.com) with any questions you may have. The nomination period closes at 5pm on May 16.

## Friday, May 20

- **8:20 AM - 9:00 AM in the Miner Parking Lot // Coffee with the PTO:** Join the PTO Leadership for coffee, donuts, and conversation during morning drop off!

## Tuesday, May 17

- **5:00 PM - 6:30 PM on Zoom // LSAT Meeting:** All are welcome to observe the the Local School Advisory Team's discussions with Miner's Administration. [Click here for more information about the Miner LSAT.](#)



# Upcoming Events (3 of 3)

## Tuesday, May 24

- **6:00 PM - 7:00 PM via Zoom // PTO Leadership Team Meeting:** The monthly meeting of the PTO Executive Board and Committee Chairs is open to anyone interested in attending and/or providing feedback to PTO leadership. [Click here for more information about the Miner PTO.](#)

## Monday, May 30

- **School Closed // Memorial Day Holiday**

## Saturday, June 4

- **10:00 AM - 12:00 PM on the Playground // Incoming Families Playdate:** We would like to welcome all incoming and prospective families to come and meet current parents and staff and hear about all the great things happening at our school!

## Tuesday, June 7

- **6:00 PM - 7:00 PM on Zoom // PTO General Meeting:** Join us for the PTO's regular monthly meeting for membership to hear the latest news, developments, and plans from the PTO leadership, Principal Angry, and special guests. [Click here for more information about the Miner PTO.](#)



# Reminders & Opportunities

- Enroll in school! This is required for all students, so visit <https://enrolldcps.dc.gov/> to complete your application today!
- Run for LSAT or PTO Executive Board! Visit the [dedicated election page](#) of our website and complete the [online nomination form](#) or [download it here](#). You can email it to [minerpto@gmail.com](mailto:minerpto@gmail.com).
- Sign up to be a PTO volunteer! Complete the form by [clicking here](#)!
- If you are interested in becoming more involved in the garden/with the Green Team, visit <https://www.minerelementary.org/green-team.html> and email Ms. Ashley Luttmer at [ashley.luttmer@k12.dc.gov](mailto:ashley.luttmer@k12.dc.gov) or Ms. Emma Creamer at [emma.creamer@foodcorps.org](mailto:emma.creamer@foodcorps.org)
- If you are interested in joining the Equity Team, visit <https://www.minerelementary.org/equity-team.html> and email [minerequityteam@gmail.com](mailto:minerequityteam@gmail.com)
- If you would like more information on the Miner Mutual Aid Network, or to volunteer at/donate to the upcoming Community Table, visit <https://www.minerelementary.org/mutual-aid-network.html> and email [minermutualaid@gmail.com](mailto:minermutualaid@gmail.com)



# Thank You!

Any joys, questions, or concerns that you'd like to share?