

PTO Meeting 4/17/2017 Minutes

- Call to order at 6:30. March minutes will need to be approved via email there was an issue with Tanya emailing to them board group.
- President update- Capital Improvement proposal handouts were given to ask people for their ideas regarding what we can do to improve the building, using PTO funds. Ms. Verlee suggested bulletin boards and other possible ideas included an outdoor learning space and paint. We need to discuss the target date and a target cost. What is reasonable to spend?
- Board agrees to set up one year non-negotiable operating income as reserves. Per treasurer, Martha, this is approximately \$70,000(approx. \$30,000 of this is field trips and teacher discretionary funds). Is it reasonable to set aside \$10,000 - \$15,000 of this year's budget? Board need to revisit the current line items to set up new budget. Revisit!
- Board nominations for next year - get rid of co- Vice president positions and add a fundraising chair that can handle the Box Tops, restaurant nights and other fundraising ventures -fun run? All positions will be posted and up for nomination for next year at the June meeting. Possibiity of adding an ESL board member? This person will act as a community liaison, will relay info, possibly host an ESL coffee hour and translate PTO minutes. Discuss further at May meeting.
- Grade reps - In addition to their current job responsibilities, attending PTOC meetings will be added to the overall job description. It will be on a rotating basis, and reps will likely only have to attend one or two a year.
- Kindergarten info- An Incoming kindergarten Family Guide packet was given by Rebecca and Kelly giving new parents information about Lakewood. Change the meet-and-greet date to state "the Wednesday before school starts", as this is its typical date yearly. They are willing to be contacts for any new incoming parents to get necessary info moving forward. Information regarding Lakewood as being a Title 1 and ESL School will be added to the kindergarten orientation.
- May parent topic discussion is safety drills and lockdowns
- June parent topic discussion will cover proposals for Capital Improvement
- PTO to provide a gift of a \$50 gift card each to teachers having a baby, ongoing. This year, it will include Mrs. Van Oyen, Mrs. Hughes, and Mrs. Kipdohm. Jason Boggs volunteers to buy 3 cards. Ongoing retirement gift is \$150.
- Ms Seals - Discusses upcoming sinking fund millage, and benefits to Lakewood. Shows short video and shares handout. Superintendent Swift to host several meeting to further discuss, next being 4/18 at Forsythe Middle School. Election is May 2. She is also looking for a small Committee of parents to help pick out playground equipment that we have received money for. The parents present who volunteer are Lindsay Balazar, Jason Boggs, Kelly Ganamet, and Marie Zogaib.
- Teacher update - Teachers should be handing in receipts for fall discretionary funds to Martha to receive spring funds.
- Current bank balance is \$73,122.38
- International flags update - Melissa to purchase 30-40 flags that will represent the first generation of our Lakewood community.

- Teacher Appreciation is May 1st through 5th. Morning volunteers needed for set up.
- May 2, no school. There will be a landscape and garden clean up. Melissa looking to have PTO buy lunch for volunteers. Board agrees to \$50.
- Parent discussion topic is “Mindfulness”. Certified mindfulness instructor,, Grace Helms, gave a short presentation and demonstration including breathing techniques and sitting quietly. Mindfulness is “paying attention to what is happening right now within and around us”. Benefits can include improved emotional regulation, better focus and concentration. Our Lakewood kids have 7 minutes of mindfulness per day after lunch, but can choose to read or even leave the class if they want to. No child is forced to practice.
- Adjourned at 8:40