

Chapman Elementary PTA

OCTOBER 2018 MINUTES

09 OCTOBER 2018 / 6:00 PM / Chapman Elementary School

MEETING CALLED TO ORDER by Megan Nystrom at 6:05pm

Attendance

- Faculty - Allyson Sievers, Megan Clem, Hannah Delany, Pamela Van Der Wolf, Katy Vawter
- Parents
 - Morgan Nystrom - PTA President
 - Cari Schwerd - PTA Treasurer, Kinder PTA Representative
 - Ursula Lalovic - PTA Recording Secretary
 - Helen Shum - PTA Communications Coordinator
 - Molly Porter - PTA Family Engagement Coordinator, PTA School Garden Coordinator
 - Emily Price - PTA Chapman Gear Coordinator, Auction Committee Co-Chair, STEM-Night Coordinator
 - Donna - Parent, IMSE Training
 - Susanna - Trash Collection
 - Tamaya - Parent
 - Liz - Parent
 - Alisha - Parent
 - Angel Stecht - Parent
 - Rob - Parent
 - Peter McKay - Parent

Approval of September Minutes - APPROVED

IMSE Reading Program - Donna Harding

Recent legislation requires (1) all Kindergarten and 1st grade children to be screened for dyslexia, (2) every school must have one dyslexia specialist, and (3) each school must have sufficient resources available to address students with dyslexia.

Donna proposed that Chapman consider training its faculty and staff in the IMSE reading program, which is the gold standard for reading programs. The program has a demonstrated benefit for all children regardless of reading ability and increases class cohesion by reducing the amount of time students spend outside of the classroom during the school day.

There are three options for accessing the program:

- Attend a previously-scheduled teacher training - one is currently scheduled for March 2019 in the Portland-metro area;

- Host a teacher training at Chapman and invite teachers from the Portland area - they have availability in January 2019 (10-14 teachers minimum); or
- ,Host a private teacher training for Chapman teachers only - they have availability in January 2019 (10-14 teachers minimum).

The PTA discussed different ways the PTA could help fund teachers' training including paying for teachers' attendance in full, starting with teachers for kindergarten through third grade teachers because they are required to assess their students.

Morgan tabled the discussion for November's meeting so that PTA can gather more information about the program, available funding and faculty interest.

Action Items - Liz and Donna will (1) research whether and to what extent the PTA can fund teachers' training given the funds they receive for continuing education from PPS, and (2) work with teachers to survey interest within Chapman and other PPS schools for attending a training at Chapman in January 2019/

Treasurer's Report-Cari Schwerd

Cari discussed the current balances in the PTA funds:

- Total Cash Balance: \$173,000
- Restricted Funds: These funds are reserved for funding EAs, and summer camps
- Unrestricted Funds: We currently have \$70,000, which is in an interest-bearing account. The Board and Foundation will discuss PTA's options for these funds at an executive committee meeting later in November 2018.

Cari also review the income the PTA received over the past month:

- Pizza Sales - Sales of pizza during Swift nights brought in \$1700 net of expenses
- Gear Sales - Emily has sold \$2300 worth of Chapman goods (gross)
- Banners - The sale of banners has brought in \$11,000 so far this year

Principal's Report on the Kindergarten Transition -Pamela Van Der Wolf

Room transition - Teachers are cleaning out classrooms and spaces for room transitions - Portland City Code requires that Kindergartners be on the first floor and next to an exit so some older classroom teachers are going to move classrooms. Old books will be donated to Friendly House and to PSU Teacher Program

Staffing - The school will retain all three kindergarten teachers. Though PPS has not guaranteed it will continue to support the same level of funding for Kindergarten EAs, the school is committed to funding the existing EAs (with PTA/Foundation funds if necessary)

Action Items - We need volunteers to (1) help Ms. Sievers and Ms. Blackwell packing and unpacking classrooms and (2) provide snacks and coffee

Welcoming Kindergarten Back to the Main Campus

Administration/Teacher suggestions:

- Volunteer efforts should prioritize Main Campus clean up first (now) and then focus on Ramona (end of the month)
- Teachers need need help organizing and distributing the items that teachers have decided that they don't want to keep
- It would be nice if PTA hosted a welcoming event at the Main Campus during/after the first Round-up with the Kindergartners
- Create a slideshow presentation of the incoming Kindergartners (like the 5th grade step-up ceremony)

Parent suggestions:

- Kindergarten parents would like to receive detailed information about drop-off and pick-up procedures/best-practices
- Not all Kindergarten care-givers are aware of the impending move

Action Items

- *Molly Porter will solicit volunteers to (1) help teachers at both campuses organize and distribute their unwanted items to local organizations and (2) provide snacks and refreshments for teachers and volunteers*
- *Cari Schwerd will research securing a moving van to help Kindergarten teachers move classroom supplies to the main campus on Friday, October 26*
- *Wendy will move the bulletin boards from the Ramona to the Main Campus no later than Friday, October 26*
- *Administration to host a PTA coffee during the Kindergarten Round-up*
- *Kinder parent will contact SCRAP PDX to determine whether and what supplies they will accept*
- *Helen Shum and Molly Porter will draft and send to Pamela a Pickup/Drop Off Best Practices Flyer for dissemination to all families*

Volunteer Opportunities/Family Engagement - Molly Porter

The inability to directly email families is severely handicapping Molly's ability to solicit volunteer support for school activities and programs. Pamela can email parents but it is not an email list.

Action Item: Molly will email Pamela an email re opting out of bi-monthly volunteer round-ups and then begin to send out the monthly round-up as soon as possible

The following Board positions are currently vacant:

- Vice President - This position would work closely with Morgan Nystrom and eventually assume the presidency
- Treasurer Elect - This position would work closely with Cari Schwerd and assume the Treasurer position for 2019-2020. . The position is busiest in the beginning of the year and at Auction Time.
- Outreach Coordinator - This position works closely with Jenny Keller to provider services, clothing, food and other resources to families in need

Action Item: Need to draft descriptions of PTA positions and committees to better inform parents of what PTA does and what is needed and then post on Friends of Chapman website and post the specific vacancies in the Chimney Flyer

Pamela announced that she is looking for another parent to volunteer for the Chapman Site Council, a group of faculty and parents that discuss and determine the school's long-term planning (academic/community building). There is one meeting a month.

Action Item: Draft a description of what the Site Council does and disseminate to families via FOC website, Facebook and the Chimney Flyer.

Upcoming Events

- Bike to School (October 10)
- Scholastic Book Fair (October 29-November 1)
- Community Dinner (November 14 from 5-7:30pm) - This year it will be a lasagna dinner. All grades will be performing. The suggested donation will be \$3/individual or family. Action Items: Brenda and Angel will (1) solicit volunteers for the event directly, (2) determine whether Mr. Clark can pair up reading buddy grades for the performances so that the families can get to know each other more, and (3) discuss ways the 5th graders can assume more responsibility at the event

Parent Ed Committee - Ursula Lalovic

The results of Parent Education Survey were lackluster - only 31 responses as of October 9. Less than half who responded said they'd be "very likely" to attend a parent ed night even if topic was of interest to them. There was no clear winner among topics offered (except for marked disinterest in gun safety). Childcare was moderately important, food and drink less so. Two parents volunteered to help: Angel Stetch and Alivia Kent

Current options under consideration are partnering with another school or combining a PTA general meeting with a parent ed night and using in-house resources (teachers, counselors, administration, parents).

Helen applied for a PTA Connected with Facebook Grant of \$1000, which will be awarded to 200 PTAs across the states. The grant can be used to host a Digital Families community event. We will hear more on November 26, 2018. The PTA discussed hosting another screening of Screenagers - one for parents (at night) and then one just for the fifth 5th grade

Other options discussed included hosting a post-Roundup book club?

Communications - Helen Shum

Helen is currently working on the following projects:

- Working with Kat Langman to introduce a Chapman-specific glossary of terms to add as a parent resource on website.
- Working with Dania and Natalie to make the existing aftercare and enrichment resource more user-friendly since it looks like PPS is not going to offer another PeachJar-type flyer distribution
- Waiting on language to update playground page on Website. Kelly?
- Waiting on outreach to get form approved for camp/class scholarships.
- Waiting on outreach to propose language offering rules/guidelines for a possible 'virtual clothing closet' to be created as a separate page on FB and linked to the current FOC site.

School Beautification/Trash Collection - Suzi Friberg

The good news is that school awareness has been raised regarding the amount of trash on campus and the need to do something about it. The bad news is that the City of Portland has donated trash cans but PPS has declined them, citing a lack of funding as a reason for declining - also rodent issues, neighborhood trash.

After some discussion, PPS has indicated that may be willing to do a pilot program. They are going to meet this Thursday, October 11 to discuss the possibility. Even if they agree to do a pilot program it is unlikely that Chapman will be among the schools selected for the pilot.

Action Items:

- PTA will promote a letter-writing campaign in support of trash cans at school
- Suzy will send Morgan a list of supporting arguments and contact information for families t
- PTA will encourage families to attend public meetings such as the one on Thursday, October 11 and the monthly PPS board meetings. The next Board of Education meeting is Tuesday, October 16. The meetings are generally the second or third Tuesday of the month.
- Suzi will contact the NW Examiner and apprise them of the situation.
- Ursula will contact the Ainsworth and Bridlemil PTAs to determine whether and what steps they took to secure trash cans on their campus.

MEETING ADJOURNED AT 7:48PM.