

# CARPENTER ELEMENTARY SCHOOL

4250 Central Blvd.  
Ann Arbor, MI, 48108

## PTO Meeting

Carpenter Elementary School – MPR  
January 16, 2018  
TIME: 6:30pm

## Minutes

**Present:** Kimberly Randall, Shannon Dunn, Andreia Souza-Graf, Amber Beattie, Glenn Timpe, Michael Johnson, Laura O’Leary, Kim Britt, Kat Bergman, Nicole Smitka, Sarah Aherne, Allie Waanders, Camille Woods, Veronica Shallcross, Nicole Thomas, Rebecca Nielson

Call to Order & Welcome

Meeting started at 6:33pm

### I. **Approval of Minutes**

President Kimberly Randall moved, and it was seconded, to accept the Minutes from November 14, 2017. The motion was approved unanimously and the President abstained.

### II. **Executive Board Reports**

#### President Report

None.

#### Vice President Report

Shannon Dunn updated the PTO members with a recap of the Penguin Patch event, reminded that we need to commit to Penguin Patch for next year by January 31, 2018 to get a 5% bonus; and Pizza Kit forms went home and it is due by January 24. Pizza Kit Delivery is February 02.

#### Treasurer Report

Amber Beattie updated the PTO members of the deposits and expenses details of the months of November and December. She also informed about the 5th Grade Camp financial statement.

President Kimberly Randall moved, and it was seconded, to accept the treasurer's report detail. The motion was approved unanimously and the President abstained.

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## PTOC Report

Crystall Bissell was not present, however, the president Kimberly Randall informed us about an email that was sent to [?] complaining about the transportation service (school bus) done by Durham School Service. After a conversation with parents who use the bus service we conclude that:

- All drivers that provide service for Carpenter School are attentive with the children, respectful of others, attentive to whom is or is not on the bus, excellent route management and always put safety first. One parent said that one of the bus driver knows all of her children's name and also her name. Another parent reported that her children complained about the morning bus driver being strict, but she thinks it's because the driver shows great dedication to his work. Principal Johnson also mentioned that the Durham company provided a free extra bus for our field trip to Henry Ford Museum

President Kimberly Randall moved, and it was seconded, to write a letter from PTO body expressing the results of our conversation about the bus drivers and bus routes provided by Durham School Service Ann Arbor. The motion was approved unanimously and the President abstained.

## S.I.T. Report

Glenn Timpe updated the PTO members on the mission of the S.I.T (School Improvement Team). Topics included communication improvement with parents by:

- Having a translator for meetings and events throughout school
- Find incentives for parents to participate
- Parents participating in writing/reading activities
- Set up an translation app/tool for school related material on the web

## **III. Committee/School Reports**

### Principal's Updates

Principal Johnson updated PTO members on the successful trip to the Henry Ford Museum to celebrate Dr. King on JAN. 15 – more than 100 people showed up! This week students will take the 2nd phase of the NWEA test; Please, send children with appropriate winter clothes to school, if the temperature is above 0, we are going out! Principal Johnson also reminded us that it is very important that children eat their breakfast and bring a snack – A happy tummy, a happy child! Finally, there are 436 children attending Carpenter School.

### Teacher's Updates

Ms. Camille Woods (school social worker) -

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Ms. Nicole Thomas (5th grade teacher) – She’s currently writing research and preparing for 5th grade CAMP.

Ms. Nicole Smitka (5th grade teacher) –

Mrs. Sarah Aherne (Title 1) – involved in bringing parents to meetings, preparing to start Girls on the Run (3, 4, 5 graders can register). The 5K run will be in May.

Ms. Allie Waanders (Building Literacy Expert) – works with kindergarten – grade 3 and she’s currently setting up family literacy event for March to showcase ideas about reading at home.

- Discussion about parents involvement and engagement
  - Teachers and PTO members feel that there is a systemic problem to get parents to engage. We need to find better ways to get more parents and guardians engaged with our childrens classroom and with school activities. To be a successeful community we need parent’s involvement and engagement at all time.
  - 5th grader’s parents need to step up to fundraise for 5th grade Camp
  - Plan for a schoolwise Parent Incentive Program for next year

## Fundraising Updates

Laura O’Leary, on behalf of the committee, updated PTO members on the fundraising activities: A movie night is scheduled for Jan. 19th; Coin Challenge and Teacher Raffle is coming up in February (5-9); The committee will plan a Dining to Donate night (need to check out Blaze Pizza and/or Apple Bees and possible dates).

## PTO Thrift Updates

Kim Britt is working on doing the promos for the Thrift Shop (Sep-Jan). All advertizing that appears the Thrift Logo on the school newsletter brings some money to the PTO.

## PAC updates

None

## Student Safety and Support Committee

Veronica Shallcross updated PTO members that Club Cool has 6 participants interested in attending an after school event; the committee distributed 32 poster to the staff about

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bullying awareness and positive messages; showcased civil rights leaders informative slides in the hallway; the committee was renamed to Anti Bullying Alliance (ABA); will host the 'Introduction to Mindfulness for Parents' lecture on Feb.08, 7-8pm (child care will be offered); and is planning a Chuck E Cheese event to hand out badges to those who took the pledge 'Stop Bullying and Speak Up' – it can also be turned into a fundraiser event for the committee.

## IV. Unfinished Business

### Student Gift Shop

- Veronica Shallcross and Kat Bergman proposed that the PTO should run a Student Gift Shop
  - Make more profit from sales, instead of just 20% from Penguin Patch
  - Have a better selection of items
  - Keep it simple
- Discussion about a PTO Student Gift Shop
  - Need people to commit to run the Gift Shop
  - Need to collect data of how many items is sold at the event
  - Figure out what to do if we under-buy or over-buy items
  - Where to store left over items and what to do with them
  - Ask Carpenter community their opinion about the Penguin Patch

The discussion about the Student Gift Shop was tabled for next meeting

President Kimberly Randall moved, and it was seconded, that Shannon Dunn should review the contract of Penguin Patch to see what is our responsibility for once we commit for next year and what loss might it be if we pull out of the Penguin patch; and if there's no great losses PTO should sign up for next year before Jan. 31st. The motion was approved unanimously and the President abstained.

## V. New Business

Mini-grant from Ms. Woods for \$300 to bring the African Drummers for NAAID - National African American Parent Involvement Day - assembly on Feb. 12

Kim Britt moved, and it was seconded by Glenn Timpe, to fund \$300 to bring the African Drummers to the NAAID Assembly. The motion was approved unanimously and the President abstained.

## VI. Comments/discussion

President Kimberly Randall moved, and it was seconded, to table the last 3 items of the agenda for the February meeting. The motion was approved unanimously and the President abstained.

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- February PTO meeting time (possibly right after school)
- Carnival committee in need of volunteers
- February Fundrasing

Send a note to teachers that we still working on the possibility to have PTO meetings at an earlier time.

The meeting adjourned at 8:22 pm.

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