

Franklin-Randall PTO Board Meeting Agenda

October 13, 2015 – 7:30 – 8:30

Franklin Elementary School Library Media Center

Board Members Present: Sara Campbell, Beth O’Callaghan, Lindsay Feitlinger, Kim Anacker, Soraya Willems-Neal, Kristina Espinoza, Chris Rich, Paul O’Flanagan, Colleen Johnson, Tonya Rasmussen, Ellen Boyle, Melissa Hornung

Administrators present: Sylla Zarov, John Wallace

1. The meeting was called to order at 7:35pm
2. We welcome our new African American PEG Representative, Cireese (Reesie) Benson– Cireese was unable to make it to this meeting but will be replacing Laurie Robertson as the African American PEG representative. This PEG group, led by Tamela Fralin and Benji Moffit, is starting the year by meeting with individual families and focusing on building relationships. Laurie will continue to volunteer with the Equity and Inclusion committee.
3. Approve September meeting minutes (Melissa) - The motion made by Lindsay to approve the September minutes was approved unanimously.
4. Financial Update (Chris) – We currently have approximately \$56,000 in checking and the money market. The deposits from Football Parking have been coming in regularly so far. There have been some minor discrepancies between expected and deposited funds that have been communicated to the parking coordinator, Kyle Wallace. Kyle shared that parking is going well so far, in his first year as the coordinator. He and the volunteers are learning and he expects that they will continue to figure out how to park cars more efficiently to maximize the number of spaces we can sell. Chris has noticed a number of uncashed (outstanding) checks dating back to August of 2014. In order to reconcile the checking account, we discussed enacting a new policy that says all PTO checks must be cleared within 6 months of the check date. We will have this printed on the actual checks as well as the reimbursement forms.
 - a. **Motion:** A motion was made by Paul to make this an official policy and unanimously approved. New check cashing policy: All PTO checks are valid until 6 months after the issue date. They must be cashed within the 6 month time period, or they might not be honored.
5. Fundraising Update (Kristina)–
 - a. Kristina is working on securing sponsors to pay for the printing costs of the school directory. She has contacted 22 local businesses and received a commitment from 8 so far. The back cover has been filled at \$200/ad. There is still space available inside the back cover for \$150/ad. The deadline for commitment is October 18th, and all ad PDFs must be received by October 20th so the directory can go to print. She has shared with the Board the sponsorship agreement information and contact information for the businesses who have been

approached, in case anyone has ideas for other local businesses who may be interested in this advertising opportunity.

- b. The Roman Candle is interested in offering a few fundraising days for Franklin-Randall. A percentage of the profits from sales would be donated to the PTO. Because of the scale, it is possible we could offer each grade level or school a different day. Possibly Freddy or Fiona Falcon could deliver the pizza for an extra fee. Discussion centered around using this opportunity for a targeted fundraiser. Dates would need to be selected that don't conflict with existing school or PTO events.
 - c. Kristina brought up the idea of a school-wide rummage sale as a new fundraiser. This has been done successfully at Midvale-Lincoln. It would be run by volunteers and could take place in the parking lot or gym (costs would be low).
 - d. The Fall Fundraising Campaign will get started once the directory sponsorships have been completed.
6. Parent Empowerment Group and Committee updates
- a. Latino, Hmong, and African-American PEGs (Tonya, Ellen)- The kick-off meeting brought both groups together, along with other F-R families, for a pizza and salad dinner in the gym. Families were able to answer Franklin Open House surveys and also learn about the new MMSD Draft English Language Learner Plan and provide input on it and ask other questions. There will be 5 more meetings offered throughout the year (the topics for the rest of the year will be decided at the next meeting). We discussed the idea of a food-exchange as a possible fundraiser for the PEGs. Interested F-R community members would pay for a lesson from PEG members on how to make certain food dishes. This could also include a parenting component: discussion about the common struggles related to homework challenges, or screen-time and the parenting methods we use. The PEGs were open to the idea of inviting the entire F-R community to their end of the year picnic and combining it with the "International Dinner" event that is usually held in the spring. The new event would continue to be held toward the end of the school year and most likely would be held outside at a park or on one of the playgrounds (having an outdoor picnic-type event is important to the PEGs groups).
 - b. Equity and Inclusion Committee (Colleen)- The committee has written a grant to invite a guest speaker to the spring PTO Membership meeting they are hosting. Another focus this fall is looking at the role that "room parents" can play through the lens of equity.
 - c. Health and Wellness Committee and Franklin Play Yard (Colleen)- The committee was able to recruit a few new volunteers during the Franklin Open House. Some ideas were generated about the future of the Franklin Play Yard (most of them

from children) and the committee is still interested in hearing from the community. Sylla brought up the possibility that the elevator construction project may affect the playground and funds to repair it may be available. Also since the playground is well used by the neighborhood, it might be a good idea to approach the neighborhood association regarding fundraising efforts or brainstorming.

- d. Technology Committee (Lindsay & Sara)- Lindsay and Sara met with the Franklin and Randall technology teams recently. Randall is relatively well-equipped, but Franklin is sorely lacking in “presentation stations” (laptop, camera, projector, screens) in the classrooms or for teaching teams. They propose that in the short-term we fund this. Still need to answer: How many stations are needed? What is realistic to fund at this time? Longer term needs include more tablets/chrome books at both school as well as teacher training. Other possibilities to explore include grants and putting the need out to our community, especially businesses, employers, and the University and seeing if anyone is able to contribute.
7. 60-second updates (Colleen) –
- a. Schedule of PTO events- Kim is the contact person for the new schedule and will get the dates out on the website and in the newsletter.
 - b. Grants to schools status- Colleen is clarifying some of the language (\$ amount per school, fiscal year timeframe) and submitting it back to the district for review. When it is reviewed, the Board will vote to approve it. It will be recommended that any remaining funds would be available at the principal’s discretion.
 - c. Capital fund policy- This will be the focus of the December or January Board meeting. As a Board we will generate ideas and discuss how to approach the greater F-R community.
 - d. Franklin Open House and food carts- It was a great success with approximately 75% of families participating. There could have been more carts/food, but the fundraiser generated about \$600.
 - e. Grants review- 22 grants have been submitted. Currently there are 4 volunteers on the grants review committee. Lindsay and Sara (if available) have volunteered to also serve as Board representatives on the committee. The committee will meet at the end of the month and make their recommendations. The Board will vote on the grants in November.
 - f. Discussion around potentially combining International Dinner and PEG/ELL Picnic- Paul and Tonya will further discuss combining the International Dinner and PEG picnic. TBD: Location, entertainment options

- g. Clarification and improvement on distributing Friday newsletter to families without email addresses- It was decided that the best current option would be to print out a few copies in the office of each school and the teachers would pick them up and get them to the families who needed them. The PEG liaisons would also try to include the information in their newsletters or at the meetings.
- h. Meeting food – meeting organizers brainstorm healthy alternatives - This will be ongoing. Currently pizza seems to be the most cost-effective/easiest meal available.
- i. Meeting timing- We will make our best effort to wrap up the Membership meetings by 7:20 so we have a bit of a buffer/transition time before the Board meeting starts.

8. Adjourned at 8:30pm

Submitted by Melissa Hornung