

Franklin-Randall PTO Board Meeting Agenda

November 10, 2015 – 7:30 – 8:30

Franklin Elementary School Library Media Center

Board Members present: Beth O’Callaghan, Amy Coad, Lindsay Feitlinger, Kim Anacker, Soraya Willems-Neal, Kristina Espinoza, Chris Rich, Paul O’Flanagan, Cireese Benson, Melissa Hornung

Administrators present: John Wallace

1. Called to order by Lindsay at 7:25pm
2. September meeting minutes approved unanimously. Motion made by Paul, seconded by Soraya
3. Treasurer Update (Chris) – Some reimbursement forms are still being submitted without proper contact info or account information. We will try to communicate the need for these forms to be filled in correctly so everything can be accounted for accurately and efficiently.
4. Fundraising Update and Directory (Kristina) – The Directory has been completed and was taken to copy last week. It should be out in the next week or two. Two new sponsors this year, 10 total. We are piloting a food truck as a fundraiser at the Randall parking lot for last Badger of the season (Nov. 21). The Fall Fundraising Campaign will kick off in the next two weeks. The goal is Nov. 20th. The letter needs to be finished and translated. Two people have volunteered to work with Kristina, but we may need to convene a work party to assemble the materials. We are interested in holding a new “Rummage Sale” fundraiser in the spring. We will look at dates and locations (Randall gym?). Kristina would like to distribute the information to the greater community (neighborhood newsletters) as an opportunity for more contributions.
5. Randall Movie Night recap (Kim) – It was a successful event. Approximately 50 people attended. The movie license is good for one year so we will try to hold Randall Movie Night a little earlier next year, so we can use the license again before it expires.
6. President Updates [Lindsay – sharing report from Colleen] –
 - a. Communications Policy- The PTO President is responsible for approving the weekly newsletter. Colleen would like to propose that the Board pass a policy to clarify what content is appropriate for the newsletter, Google Group listserv and possibly the Friends of F-R Facebook page. Note: the Facebook page is not officially supported by the PTO but does have a moderator, Donna Wong, who periodically reviews the content. The hope is that the newsletter can share information on school events and community activities and do so in a way that keeps it at a reasonable length and is consistent with the MMSD policy for communication with families.

Colleen will meet over the next month or so with current and past newsletter editors and any interested Board members and draft a policy. We will revisit this proposal in a future meeting.

b. Grant Program

i. Committee requires a second meeting, recommendations to Board for approval at Dec 10 meeting- We received 21 grant proposals totaling \$22,000-26,000 in requests. The committee met in October, but will meet again in the next week or two in order to complete their review according to the scoring matrix published on the PTO webpage. They will make their recommendations for the Board to approve at the December meeting.

ii. Proposed resolution: for Grant Committee meeting to be only for committee members so as not to disadvantage applicants unable to attend- In the past the grant meeting has been an open to provide transparency in the process. It is not an opportunity to present or speak in favor of an individual proposal, but rather to provide clarification if needed.

iii. Capital fund policy (Agenda item 7) and any impact on this year's grant program - We raised the idea of expanding the current grant budget (\$8000) to fund more of the grants this year. We did not vote on this but will revisit it in December. The principals will review the grants before the committee meets again to see if any of the grants could be funded through the school budget.

7. Capital fund policy (Lindsay) – F-R has had a consistent surplus in its budget of approximately \$40,000 that has consistently been carried over each year. The Board and the greater PTO membership have started to initiate conversations of how the funds should best be used. The Executive Committee met earlier in the school year to begin to discuss a policy for these funds. Draft language would divide the funds into “Cash Flow” and a “Capital Fund.” Colleen will continue to prepare this policy and it will be voted on in the December meeting.

8. PEG and Committee Reports

a. Parent Empowerment Group updates (Reesie) – Reesie is collecting information on the numbers of African-American families at each school and is hoping to hold a December meeting. Location TBD. She is interested in finding out what types of activities the children are involved in after school. The first Hmong PEG meeting is Nov. 11th and the first Latino PEG is Nov. 19th.

b. Technology Committee updates (Lindsay) – Franklin does not have presentation stations in the majority of its classrooms. How does this affect teaching/learning opportunities? Lindsay and the committee have reached out to MMSD for more information and costs for different options (depending on equipment purchased). The costs would be between \$15-18,000 to fund a station for every classroom and MMSD would service and set them up. The MMSD-led technology implementation plan is “on hold” and there is no timeframe for its implementation at Franklin or Randall. There is teacher support for obtaining the stations and also support from Randall, where there is a station in every classroom. There is a precedent for the PTO to fund

technology needs (it has been done in the past in smaller amounts). Shannon Dolan and Sylla are in communication with the teachers about the various options. We will revisit the question of funding the presentation stations. The next step the committee would like to pursue is obtaining more Chromebooks.

c. Equity and Inclusion Committee (Lindsay) – More information coming about the new “Room Parent” program initiated by the committee.

d. Health and Wellness Committee and Franklin Play Yard (Lindsay) – A new Franklin Playyard committee is forming and will meet on Nov. 16th. Sojin Chi will chair or co-chair.

9. West Side PTO Coalition –

a. Paul update from October meeting - It was a good meeting. An issue that seems to be concerning other PTOs in Madison is teacher retention and how to help teachers feel supported. John will present this idea to his staff and see if they have ideas or comments about new ways to provide support.

b. Interest in attending 11/18 6:30 – 8:00 meeting (location TBD) - No one was able to commit to attending the meeting.

10. Adjourned at 8:20pm

Submitted by Melissa Hornung