

Adams Traditional Academy

Site Council Agenda

Thursday, September 6, 2018

ATA Building A – Science Lab

Prepared by Hillary Hancock

- **Call to Order**
- **Pledge of Allegiance**
- **Roll Call**

Ben Levandoski, Teacher 6-8	Hillary Hancock, Parent	Dr. Stacy Oates, Principal
Jonathan, Seeliger Teacher 4-5	Dan Pease, Parent	
Katherine Lusson, Teacher 2-3	Lisa McCauley, Parent	
Kayla Englehart, Teacher K-1	April Gould, Parent	
Lacie Hoag, Teacher Specials	Christie Murphy, PTO Parent	
Lainie Rainkin, Staff	Open, Parent	
- **Approval of Minutes-** Site Council Meeting Minutes for May 3, 2018
- **Welcome New Site Council Faculty/Staff Members**
 - Distribute & Review Site Council Handbooks
 1. Site Council purpose and responsibilities
 2. Parliamentary procedures
- **Urgent Items:** None
- **Action Items:**
 - Site Council Chair & Secretary- At the beginning of each school year, Site Council elects the Site Council Chair and Secretary.
- **Discussion Items:**
 - According to the Site Council Bylaws, "meetings will be held on the second Thursday of each month,..." and "...scheduled at 6:00p.m. and end by 9:00 p.m.". As of now, our meetings are scheduled at 6:30p.m. and are not always on the 2nd Thursday of the month. When should meetings be scheduled going forward?
- **Committee Updates:**
 - Book Report Book Selection-Book Lists were updated over the summer to include reading list books that are available in our library. Reading List books can now be checked out with an e-mail to the library and will be placed in the student's teacher's mailbox.
 - Communications-No report at this time
 - Community Support and Development-No report at this time
 - Curriculum- Reviewing Behind Rebel Lines by Seymour Reit for use in 5th grade.
 - PIN-No PIN meetings yet this year
 - PTO-PTO Report for August meetings is attached
- **Next Meetings (if required)**
 - PIN – Tuesday, September 13, 2018 @ 6:30 p.m. – Bldg. B MPR
 - FSAC – Thursday, September 20, 2018 @ 3:45 p.m. – Bldg. A Teacher's Lounge
 - Site Council – Thursday, October 4, 2018 @ 6:30 p.m. – Bldg. A Science Lab
- **Adjournment**

Minutes for ATA PTO 8/7/2018 Council Meeting

Call to Order

A PTO Council Meeting was held on August 7, 2018 in the Opportunity Room/Building A. It began at 6:35 pm and was called to order by Christie Murphy, Chairman.

Attendees

PTO members in attendance included Christie Murphy, Nicole Pease, Shannah Billerbeck, Angela Lian, Jen Flores, Jill Frier, Mirna Dahdal and Kerry Patel.

Guests in attendance included Dr. Oates.

Members not in attendance included Natasha Woolery.

Officers' Reports

ATA PTO 2017-2018 Budget Summary was presented by Mirna Dahdal.

Main Motions

Moved by Christie Murphy and seconded by Angela Lian that PTO grant Admin request of \$5,000.00 for teacher appreciation gifts for December and May. The motion carried with 100% Yea.

Meeting Notes:

Finances:

- Mirna recapped the 2017-2018 Budget Summary. Balance as of 8/7/2018 was \$28,978.32. The budget will be going to the accountant soon for balancing.
- Please use General PTO Expense Form (found in the PTO office) for reimbursements. Once completed, they go into the red Treasurer folder.
- Need to train a few people on Foursquare and app. Mirna volunteered to train.

School Priorities:

- Completion of Sound System for the Gym
- Team Sports Program (i.e. uniforms and/or equipment)
- Building Science Resources for Science Labs

Dr. Oates is checking to see if there are any funds left from APEX last year (2017-2018).

Golf tournament money goes toward Team Sports Program priority. Mr. G/Head of Athletic Dept could possibly do their own fundraising instead of taking money from Admin.

Budget:

- A draft of the upcoming budget (2018-2019) will be ready for September PTO council meeting. Once developed/drafted, it need to get approved.
- Everyone needs to look at committee books in PTO room to figure out if those budgets are OK or need to change.

Weekly e-Newsletter:

- Jill Frier, possibly Cindy Richards or Ms. Gintz will be responsible for this.
- This will be sent to parents and teachers.
- Newsletter will include:
 1. What's happening at school,
 2. What's happening in PTO,
 3. Upcoming Dates (i.e. Restaurant Nights with attached flyer, etc.),
 4. School Priorities (i.e. purpose of current fundraising effort/sound system for school assemblies; team sports equipment/need new volleyball nets)
 5. Reminders like Norterra Earn & Learn
 6. Volunteer opportunities

Norterra Earn & Learn:

- Started 8/1.
- Angela sent info email to Admin (which should have been sent to parents/teachers), but was never sent.
- Jill Frier will be going to Earn & Learn meeting next Tuesday (8/14).

Curriculum Night:

- Last chance for parent badges. Christie Murphy will sell badges 8/21. Jen Flores will sell badges 8/22.
- \$3.00 for badge (cash/check) or \$3.33 if paid through Foursquare.
- Dr. Oates is trying to do a small presentation with purpose of getting more parents to sign up to volunteer for Yearbook and Talent Show.

Barnes & Noble Night:

- August 29th-has not been confirmed yet

APEX:

- Natasha Woolery and Kerry Patel are to be working with Admin. Mirna said she could help too.
- Still waiting for APEX kickoff meeting info
- For Teacher 10%, Nicole Pease is putting together rules for teachers. She will take care of teacher ordering.

Talent Show:

- Ms. Hoag has too much on her plate to put on Talent Show.
- Dr. Oates will be talking to parents on Curriculum Night to drum up volunteers. We will wait to see if anyone steps up. At that time, Mirna will ask Mr. Seeliger if he would like to be a teacher sponsor for this event.
- Tentative date for show is 4/25/19.

Yearbook:

- There is no stipend for a teacher.
- Dr. Oates will be doing a sign up for this as well at Curriculum Night.

PTO T-Shirts:

- Shannah Billerbeck and Jen Flores will collaborate to design PTO t-shirts for PTO members. Could be worn for Yearbook picture and events.

Minutes for ATA PTO General Meeting (8:05 am & 6:00 pm) 8/16/2018

Call to Order

Morning Meeting: A PTO General Meeting was held on August 16, 2018 in Building A, MPR. It began at 8:05 pm and was called to order by Nicole Pease, Chairman.

Evening Meeting: A PTO General Meeting was held on August 16, 2018 in Building A, MPR. It began at 6:02 pm and was called to order by Christie Murphy, Chairman.

Attendees

Morning Meeting: PTO members in attendance included Christie Murphy, Nicole Pease, Angela Lian, Jill Frier, Mirna Dahdal and Kerry Patel.

Guests in attendance included Jocelyn Abyad, Heidi Granatelli, Madison W. Hassell, Sace Rydberg.

Members not in attendance included Natasha Woolery, Jen Flores, Shannah Billerbeck.

Evening Meeting: PTO members in attendance included Christie Murphy, Nicole Pease and Kerry Patel.

Guests in attendance included Paul Yunker, Aditya Kare, Roopa Nalk, Dan Pease.

Members not in attendance included Natasha Woolery, Jen Flores, Shannah Billerbeck, Mirna Dahdal, Angela Lian and Jill Frier.

Financials

Nicole gave financial information:

- General PTO Starting Balance: \$26,233.91
- Teacher Appreciation: \$5,000 (PTO granted admin request. Nicole put to a vote and no one opposed)
- 8th Grade Fund (\$50x47): \$2,350.00

Operational Items

School Priorities:

- Completion of Sound System for the Gym
- Team Sports Program (i.e. uniforms and/or equipment)
- Building Science Resources for Science Labs

Dr. Oates is checking to see if there are any funds left from APEX last year (2017-2018).

Golf tournament money goes toward Team Sports Program priority. 2018-2019 APEX fundraising to go towards the school priorities listed above.

Bi-Weekly Newsletter:

Jill Frier will be working with administration to do a bi-weekly e-Newsletter. This will replace emails/phone blasts for PTO events. It will include things such as the following:

- What's coming up

- Volunteer opportunities
- PTO meeting dates
- Where the fundraising money will be spent
- Highlight school successes and the importance of volunteering (i.e. A rated school, etc.)

Home Room Parent Information:

Kerry Patel and Jill Frier are in charge of Home Room Parents. Volunteer sheets will be placed in classrooms for Curriculum Night. Once those sheets have been collected, the HRP's will hear from Jill & Kerry with all of the information they need.

Talent Show for 2018-2019 School Year:

A talent show lead is needed. We need to be thinking who can take over for Madison. While he will be here this year to train, after that he will no longer be available. Tentative date for talent show is April 25, 2019. Mr. Seeliger is aware we would like him to be the teacher sponsor but no one has officially said anything to him as of yet. We are still trying to get parent volunteers.

Upcoming Events

Norterra Earn & Learn is from August 1, 2018-March 31, 2019. Jill went to the Earn & Learn Norterra meeting this week. She said the school gets points for social media posts and shares, and emails. There will be a box in the front of Building A to collect receipts.

Curriculum Nights (8/21-8/22). Last chance to get a parent badge. \$2 cash only.

Barnes & Noble Book Fair is tentatively 8/29. Happy Valley location only. 10% of all purchases goes back to Adams. They will have book report books for each grade level.

Restaurant Night: Angela is finalizing dates/restaurants. Most will be at Shops of Norterra because of Earn & Learn.

Picture Day is 9/12. They will need 4-5 volunteers. Heidi wanted to offer to PTO members first, then let other parents volunteer. Sign up genius will be coming.

APEX Fun Run kicks off 9/27. Actual run is 9/27. Madison volunteered to take pictures for the yearbook.

Box Tops: Jen Flores is taking care of Box Tops. Teachers/parents need to keep collecting.

Spirit Shirts: Nicole Pease said she is closing the order soon. Would like to get the shirts here by month-end.

Next Meeting

Council: September 4, 2018 Opportunity Club

General: September 13, 2018 Building A MPR