

PTC EXECUTIVE MEETING MINUTES

February 13, 2024 @ 6:30PM

Attendees

- X Dr. Renee Mallot, Principal
- X Erin Shoemake, Teacher Rep
- X Nancy Erwin, Teacher Rep (not in attendance)
- X Laurel Plewe, President
- X Mike Roe, Treasurer (attended virtually)
- X Emily Orloff, VP Communications
- X Rebecca Clark, VP Fundraising (co-seat)
- X Janelle Harris, VP Fundraising (co-seat)
- X Andi McKinney, Secretary

Agenda Items

I. Treasurer Report Out (Mike)

- a. Mike reported on the balance of the accounts.

ACCOUNT	1/16/2024	2/13/2024
Checking	\$14,539.07	\$81,867.71
Savings	\$78,720.24	\$58,721.47
TOTAL	\$93,259.31	\$140,589.18

- b. Budget update
- c. Upcoming Costs / Expenses

II. President Report Out (Laurel)

- a. Communication
- b. Feedback on Past Events / Activities
 - i. Gala
 - ii. Enrichment Classes Survey
- c. Planning Details for Upcoming Main Events / Activities
 - i. Volunteer Recruiting Event - Saloon - Date?
 - ii. Bingo / Glow Dance Party - March 1
 - iii. Read-a-thon - March 1 - 15
 - iv. Golf Tourney - April 29
 - v. Book Fair - May 1 - May 9 (setup Apr 30)

- vi. STEM Event - During School / Evening - Date?
- vii. Back to School Night - May 8
- viii. Staff Appreciation Week - May 6 - 10
- ix. Color Run - May 17
- d. Planning Details for 2024 - 2025 School Year Events / Chairs
- e. Beautification on campus

IV. VP Fundraising Report Out (Rebecca / Janelle)

- a. Gala / Auction Fundraising Results
- b. Read-a-thon - Fundraiser?

IV. Communications Report Out (Emily)

- a. Social Media / Friday Folders

V. Secretary Report Out (Andi)

- a. Minutes approved by all.
- b. Website Updates
- c. Executive Board & General meeting schedule, All agreed to change date for March meeting to March 13th

Executive Board Meetings from 6pm-7pm	General Meetings starting 7pm
<ul style="list-style-type: none"> ● 3/13, General Meeting to follow ● 4/16 ● 5/14, General Meeting to follow 	<ul style="list-style-type: none"> ● 3/13 <ul style="list-style-type: none"> ○ VOTE: President / VP Fundraising ● 5/14 <ul style="list-style-type: none"> ○ Agenda: End of year review

VI. Teacher Report Out (Erin / Nancy)

- a. Request for funds to serve coffee / light breakfast to women presenters on March 8th for International Women’s Day Festival.
- b. Request for funds for duct tape for read-a-thon. **Laurel** has duct tape to donate.
- c. **Mike** will purchase the items requested for the cool off room.
- d. Idea suggested to have Mrs. Johnson do a video walk through of the garden area to share with families on dojo and could also have Mrs. McKelvey do a similar video with her room. This will help highlight these special areas at our school.

TK / K

- We have been doing “Show What You Know” for 2nd trimester report cards. Our students are continuing to “get ready for kindergarten” and are doing great! We are on our way learning sight words and working on writing sentences. We are learning how to read, write and count teen numbers and working on patterns. We will be exploring weather. We look forward to learning more about what it means to show empathy this month.

Kindergarten

- We have been busy “Showing What We Know” for our 2nd trimester report card markings. Our students enjoyed predicting the results of Punxsutawney Phil’s prediction for a longer winter or earlier spring on Groundhog’s Day. Our students were thrilled with an earlier spring since he did not see his shadow! We also paraded around campus to celebrate Chinese New Year, the year of the dragon as we chanted “Gong Hei Fat Choy”, while wearing dragon hats we made. We are looking forward to writing about kindness and passing out notes and valentines on 2/14. Lastly, we are exploring 3-D shapes for math and comparing them which pairs nicely with our Marble Run Unit for Twig Science.

1st Grade

- Students are busy with assessments for upcoming report cards and will be having Valentine parties in class tomorrow. We are also starting our measurement unit in math, which includes mostly measuring length and time.

2nd grade

- Students are doing various Valentine’s activities. We did art and read about Lunar New Year. We are looking forward to our upcoming field trip on 2/29 to the Folsom Zoo Sanctuary. This will tie in perfectly with classes learning about nonfiction animals and their habitats. We are learning 3 digit addition and subtraction with regrouping in math this month.

3rd grade

- We are looking forward to the Harris Center on the 23rd for High School Musical. We are busy with 2nd Trimester Assessments. We have begun SBAC practice to begin readiness. Students have practiced logging in with their student info.

4th grade

- We are working on the wax museum. They will be turning in their wax museum speech at the end of February. They are looking forward to presenting it in March for their parents and all of Lake Forest. We also have new peace patrol kiddos that were chosen this trimester. Assessments are this month and we are working hard to get those done as a grade level. This includes AR, IXL math and others.

5th grade

- Students are working on our Colonial Jobs projects, multiplying and dividing fractions, learning about the judicial system every Tuesday during Project Lead, and excited for our field trip to River Bend Outdoor School in April.
- We are also holding a Women’s Career event on Friday, March 8, we are going to have women share with our 4th and 5th grade students about their careers. We are asking PTC if they would help purchase a light breakfast and coffee.

Library

- I Love Reading week is scheduled for March 4 - 16. If PTC doesn't need to do a read-a-thon fundraiser, I am planning a spirit week the first week and fun activities the second week. We will also have Guest readers. We will be having a school wide challenge of reading, not sure if we will do words or books read, if met, the students will duct tape Mrs. Shedd to the gym wall. We are asking if the PTC would help fund the purchase of the duct tape.

Counselor

- The second round of 4th and 5th grade Peace Patrol students will begin helping with the K-3rd grade lunch recesses starting this upcoming week. Students were trained on how to help younger students at recess resolve conflict (they use a problem-solving wheel that gives different ideas on how to come to a peaceful solution), as well as how to be a "Friend Finder" to any of our younger students who might need some help finding a friend to play with, an activity to participate in, or maybe even play with them themselves. I am almost finished scheduling about 50 students (per teacher/parent referral) for session 2 of counseling small groups. Groups are for social skills, anxiety management and self-regulation (Friendship Group, Worry Warriors and Self-Control Surfers).

Garden

- The Garden has been a bit slow the past month due to all the rain and cold weather. We continue to have it open during lunch recesses thanks to our parent volunteers!
- This month we are focusing on the germination of our pumpkin seeds from the pumpkins we grew last year Halloween. We are also planting more lettuce and spinach seeds into our Hydroponics unit in F-1. The kids watch the growth daily of these seedlings. It is fascinating.
- The worm factory is a big hit!! The kids continue to learn all about worms and how they help our soil and plants! They are learning all the wonderful things that they eat and feed them daily! They love looking for them and holding them too!

Hoping to get out more once we get through this rain!!

VIII. Principal Report Out (Renee Mallot)

- a. Printers are being purchased for every classroom.
- b. A spirit calendar will go out soon / every other week will be school spirit and the opposite weeks will be a fun spirit day.
- c. Dr. Mallot has the list of field trips almost complete and ready to publish.
- d. For 2nd graders, reading incentives will be done by Mrs. Shedd in the library. Desk pets are earned by reaching the reading level associated with the reading

award and will be presented to students the week after the reading awards are presented.

- e. Dr. Mallot will be meeting with Lora to discuss options for improving the area outside of the Library.
- f. Wild Things assembly is coming on March 7th for the entire school. The cost is somewhere between \$400 - \$700. All agreed this cost can come out of the science budget.