

Riffenburgh PTO meeting minutes; November 27, 2017

1.) Treasurer's report: The beginning balance as of October 1, 2017 was \$28,079.40. Income during the month of October was from the Stampede donations (\$17,837.15) and Dutch bulbs (\$1070.00). Expenses during the month were for copies of volunteer packets (\$227.42), Teachers BTS breakfast (\$272.39), petty cash (\$900.00), Subscriptions to Renaissance Place/Accelerated Reading program (\$5129.20), Dutch bulb payment (\$500.00) and mini-grant for the IS software program (\$149.00). The ending balance on October 31, 2017 was \$39,808.54

2.) Mini grants:

a.) Mrs. Zell: The book room was set up last year. Books for kids and teachers were requested. Books needed at this time are for those who use English as a second language and for those reading at a low level. Most books need quantity of 6. The Book Room is a resource used for reading groups and those that are falling through the cracks. Most classrooms have limited resources to assist with this so the Book Room needs more books to keep making an impact where the classrooms shortfall. The Book Room is requesting \$5000. The copy of the previous proposal from Spring 2017 will be resubmitted.

b.) Mrs. Zell: Requesting dollars to host lunch for the peer mediator group at the end of the year. The lunch will celebrate the peer mediators accomplishments and work on ideas for next year. She requested \$200. Everyone voted yes.

c.) Riffenburgh Intervention team: \$640 requested. A variety of tool kits for use to support hands on learning for a variety of kids. It should be reusable for many years. Voted yes.

Note for future discussion: The mini grant process should be reviewed by PTO. Criteria should be established and made public to all staff who want to apply.

3.) VIPs reports/updates: (Merav) No updates.

4.) Old business:

a.) Book Fair volunteers: (Amanda) There was not enough helpers and we need to emphasize participation to the families. We need to let people know we need more help for these events otherwise we will need to rethink having so many.

b.) Santa shop (set up on 12/05; open Dec. 6th-8th): (Erin) sign up will go out for slots available, need lots of wrapping volunteers, need enough to cover shifts otherwise very difficult to support event.

c.) Bi-laws revisited: (Rebecca) the by-laws were reviewed and it was agreed we should update to include term length and dates it should be from and to.

5.) New business:

a.) Missoula Children's Theater volunteers: (Rebecca) Amy Scholl looking for parents to take over role of coordinator. Ideally two parents of kids in lower grade. Please contact her so you may shadow her this year.

b.) Important dates: Rollerland 5pm-8pm 11/30/2017; Holiday parties 12/21/17; Winter break 12/22/17 to 1/7/2018

6.) School accountability committee report: No meeting or update to give at this time

7.) Principal's report: (Melanie Mierzwa)

a.) Brandon Harrington, who gave the assembly on anti-bullying in the Fall, gave students a methodology to use called Pause and Play. It was a series of steps that students can try to use to ensure they are not bullying others and when bullied respond in a positive less destructive manner. He was asked if he had material to do a follow-up assembly. He said he does have material that would focus on how to nurture empathy and it complements his first presentation/assembly. Mrs. Mierzwa will inquire with the staff to see what their thoughts were and impact it could have on students.

b.) A reminder to all those who assist in volunteering or ever need to purchase anything for a PTO function. **Reimbursements are no longer allowed so ALL purchases need to go through Susan Richardson directly.** District policy requires all orders to go through Susan and NO disbursements are allowed.

c.) A Buddy bench was brought in and installed outside during the 2016-2017 school year. It was widely used and due to the positive impact it created, a second bench was donated from the local Rotary Club and was installed on 11/27/17. Kids were very excited to put it to immediate use and the "rules" of use have been reviewed with the students..

8.) Other comments and discussion regarding ideas for future agenda items: (Parental Participants)

a.) Consider doing a grandparents day where one day chosen would be to bring them in for a snack in the classroom one day or possibly for a breakfast or a lunch. Look at how to strategically plan and even consider pairing it with a fundraising event like silent auction.

b.) Riffenburgh's 50th year is next year (John Broderick). Use this as an alumni gathering/fundraiser for the 50th year. Brainstorm ideas and talk about next meeting to get planning something big!!!

c.) In order to tackle some of these future items could we consider having a theme or focus for each PTO meeting so people know what to bring to the table and be prepared to discuss each meeting.