

MITCH Charter School
PSO Meeting
February 9, 2017

Call to Order: 6:34pm

PSO Leadership Present: Sarah, Christina, Michele, Kate, MaryEllen

Parent and Staff Members Present: Beth H., Kristina V., Elizabeth, Keith, Beth S., Stacy, Eric, Melissa Meyer

Review and Approve January 10 minutes

No discussion

Motion: Michele

Second: Christina

For: all

Opposed: none

Review and Approve January Financials, Review YTD Budget – Sarah

The Pizzicato revenue is a correction, the original check was accidentally deposited in the school account. We purchased the ball chairs for Mrs. Hill's classroom and the PA system for the school. Discussion regarding YTD budget: Someone needs to contact Stephanie and find out if she is still working on this fundraiser. There is a large pile in the PSO mail box, and we'd like to get them turned in before the expiration dates. This is a fantastic volunteer hour project for someone to do at home. We haven't yet received a check for the Candy Buy Back or Our Table. Ashley has received volunteer match hour donations from some parent employers. There are still checks out from the mid-year teacher appreciation that Sarah will check on. More professional development requests should be coming in, the applications for the OSU summer agriculture program will be coming up in a few months. We have spent approximately 1/3 of our budgeted amount of Teacher/Classroom grants. The only anticipated future expense Beth S. plans on using from the OBOB budget would be for t-shirts.

Motion to approve Jan Financial report: Michele

Second: Christina

For: all

Opposed: none

President's Review - Sarah

- *First aid kits* - were assembled before the meeting, ready to be distributed to the teachers. Sarah will pay the \$407 invoice from the general school fund in the budget.
- *Reader board* - Eric figured out that the reader board is best bought from Sam's Club, especially if we can find a parent family with a membership to make the order. The board, an extra 150 letters, wheels, and a screen to help protect the lettering will be \$954.80 shipping included. We can include the MITCH logo as a header on the top, with 3 lines for text underneath. The funding for the reader board is not currently included in

the budget, as it was not part of the discussions last year. Sarah can add an extra line into the budget for surplus spending (as we approve this and other projects to spend down our surplus).

Motion to approve funding for reader board and add line to budget for surplus spending:

Christina

Second: Kate

For: all

Opposed: none

- *PSO Facebook Page* - We need to decide who to include within our private PSO Facebook group, current parents, grandparents, past parents, former students, existing students, staff members, etc. Beth H. explains that when the group was first created, it was open and visible, but has been since been set to private. The intent was to narrow in on parents and guardians of current students, keeping the teachers insulated and building a parent community. There is a MITCH business page that is open that anyone can post to. As a group, it is decided to allow parents, grandparents and guardians only, no students or prior students unless they are currently parents. Teachers and staff who are also parents are also ok. We could use Helpcounter as a qualifier, to verify that requests are from MITCH family members.

Review and Approve Teacher Grants - Sarah

- Sarah sent an email out to the teachers, reminding them we budgeted for \$250/classroom and to please send in their requests by April 3. If teachers have not requested by then, we will allow those who have already received grants to reapply with second requests.
- Mrs. Onstott - Requests \$246 to purchase 12 new chairs to replace chairs in her classroom

Motion: Christina

Second: Kate

For: all

Opposed: none

Volunteer Coordinator's Update - Kate

Kate has a parent helping her make some posters to put up around the school: top volunteers, volunteer opportunities, learn about the leadership board, etc. She is organizing a maintenance work day on Feb 25. There is a Google spreadsheet for teachers to make requests for items they needed fixed in each classroom such as flickering lights, weather stripping for drafts, etc. Kate will ask parents to bring a basic tool kit, Jim and Eric will bring any larger tools that are needed. Safety items will be completed first, other tasks as there is time. We will send out info via the email newsletter and on the PSO Facebook page asking everyone to sign up so that tasks can be assigned. Middle school students who are ready to help are welcome to come, but no younger children as it could be a safety concern.

Executive Director's Report - Melissa Meyer

The Kindergarten lottery was a success; both classes are full with 12 on the waiting list. The office is still accepting applications, those students will go to the bottom of the waiting list. Parents will be receiving a form soon asking for return plans for next year. Families intending to return to MITCH will be asked to give a \$100 non-refundable deposit of the activity fee. Those who currently qualify for the activity fee waiver will also qualify for a waiver of this deposit. Forms and deposits will be due Feb 24. The lottery for the 1st-8th grade classes is March 7, the same night as the next PSO meeting. Tomorrow is parent teacher conference day, discussing grades and the Measures of Academic Progress scores.

Frontier garden update: Feb 23rd @6:30pm there will be a neighborhood meeting inviting all businesses within 1000 feet of the green space behind the Frontier building should they have concerns or questions (this is the next step in the conditional use permit process that Amanda is working through). Possibly the PSO could provide refreshments?

There are several openings on the MITCH School Board, any questions should be directed to Donna. 3 members have to leave, and there are a total 15 spots on a full Board, 5 of which are reserved for parents.

Because of our low enrollment (238 of 250), the school will be running a deficit although less than worst expected. The finance committee meets tomorrow to discuss and get ready to present to the Board. They haven't touched the reserve yet and remain current on all bills with no payroll problems. There is the possibility this could be a way the PSO could use our surplus. Melissa will bring us exact numbers after she has presented to the Board.

Committee Reports

- *Pizzicato* - The spring event raised \$793! Beth is looking to step down as organizer, as she's hoping to focus on OBOB. She spends about 5-8 hours two times a year, and acts as first contact with Pizzicato in August to set our dates, so it's not a large time commitment but provides a great fundraising opportunity for the school. She can transition whoever would like to become the new event chair.
- *Social Events* - Due to all of the snow days, there's been changes to the school schedule so we're going to have to reevaluate the plan to have events on days off. Christina is still trying to get in contact with the Joy Theater about a private MITCH movie or an event we could all just go to the same show together. Family dance or family movie night in the gym could be fun too. The Board would like to sponsor a social event for families, perhaps we could coordinate with them? There's a new restaurant, Stickmen Brewing, close to the school with pizza and a large space, could be a possible location to look into.
- *Marathon* - Christina is connecting with Sarah W. and Melissa to get things started for next year. Event will be October 6 to stay in the same time frame. The board will approve next year's calendar in April.
- *Scholastic* - Kristina reminds that we have \$1314.37 credit earned at Scholastic, even after purchasing all of the teacher wish list items. There's a huge inventory of educational and office supply products in their catalog. Teachers could go look at the paper catalog at Shasta's desk and submit requests for purchases by the same April 3 deadline as the classroom grants.

- *Teacher Appreciation Lunch* - Tomorrow, theme is appetizers and finger foods. The 1st and 8th grade classes are hosting in the office space for conferences.
 - *OBOB* - The teams could use 2 more microphones for the competition next week. Since we have not used all of the OBOB budgeted funds, Beth requests to purchase 2 wireless microphones that work with the PA system we purchased last month. OBOB will use them for their event, then donate them back for the school's use during non-OBOB events.
- Motion: Sarah
 Second: Kate
 For: all
 Opposed: none

New Business

- *Field Day* - The Board wants to help sponsor a field day at the end of school. With the calendar changes from the snow days, the last day of school needs to be a full day in the classroom. Could do an event after school in the evening or the day after school is over, such as a bbq with games? The graduation and STEAM fair dates still need to be moved, so no exact date possible to plan for at this point. Tabled for further discussion.
- *Uniform Exchange* - We will organize donations tonight after the meeting, parents can look through and take uniform pieces home during teacher conference day tomorrow.
- *Snow Days* - See calendar for school day changes: no more teacher in-service days, conference days have become half days in the classroom, and added a week to the end of the year.
- *New PSO Board members* - We need to present a slate of nominees to the parent community to approve. A full school vote would be easiest with Survey Monkey, the same method as last year. This should be done in April.
- *Donate for Volunteer Hour* - We are currently accepting donations for the TTSD Caring Closet, a local organization that provides assistance to families within our district. Kate will credit families who donate with 3 volunteer hours.
- *Plant Sale* - Mr. Ketel works with Neighbors Nurturing Communities to raise vegetable plants. They provide all the supplies, students grow plant starts and donate back to organization for use in the community. There are leftovers each year, maybe we could sell them? Sarah will coordinate with Mr. Ketel to coordinate timing.
- *Parent Support Group* - Melissa shares that there are 3x more students using IEPs this year, and several parents have mentioned an interest in connecting with other parents to create a support network. She cannot share with us which families would be included in this group due to privacy concerns, but we could host a gathering such as a coffee and cookies event that specifically invites IEP families and allow for a community to grow.

Next meeting Tuesday March 7 @ 6:30pm

Adjournment @ 8:28pm

Motion: Christina

Second: MaryEllen

For: all

Opposed: none