

**Meeting Minutes**

**February 21, 2023 – 6:00 pm**

**Our Mission**: To foster close relationships between the home and the school and provide volunteer and financial support for parents and teachers to work cooperatively in the development and education of children at Mitchell Elementary School. We welcome and embrace Mitchell families and promote inclusive membership regardless of race, sex, class, sexual orientation, age, socioeconomic status, religion, or ability. Mitchell PTO strives to promote participation in broader educational programs in our community.

**Welcome and Introductions**

* Attending: Eddie Latour (principal), John Franks (president); Kiel Phegley (ptoc), Missy Plegue (treasurer), Dr. Bell (v. principal), Pete Finnie (fundraiser), Caitlyn Sorensen (secretary); members at large: [Mitchell PTO attendance 2022-2023](https://docs.google.com/spreadsheets/d/1Eg-_9pFUEQovegjjQSPlhJRL2M3qtE5tBRbY2VPtWQU/edit?usp=sharing);
* Introductions, get to know each other - we opted to skip in the interest in time

**Principal’s Report - Mr. Latour**

* Thank you for the movie night and book fair - need to let you know how noticed and appreciated and there was great feedback
  + Movie night - so many parents came up to have everyone together; wanted to say thank you and it showed from the reports from parents
  + Melissa Smith - started on 1/9 interventionist and great to have it filled; working with general education; behavior plans with teacher; wrapping around community needs for families; building relationships first; she will come to our next meeting to introduce herself
  + Partnered with EMU (we have a UM); we partnered with one class as an agency to choose from and for their class; they have to do a project and working with Melissa and social worker and increasing/promoting kindness; going to come and propose the project
* NWEA winter testing just finished
* Mstep is around the corner
* Feedback from IB and understanding and will share soon; from data and focus and improvement plan; parent feedback; look for invitations
* Resources from science of reading and practices and common practices and a focus for us
* Nothing in math at Mitchell but have deployed math coaches and will funnel to Mitchell soon. Hopefully will be district wide
  + 5th graders will be in May; email about information date
* Spanish - 2 more candidates and neither worked out (one did not qualify for the position requirements; and the other is not moving back to Michigan)
  + IB - fear of losing the credential - should not affect because they were aware and we are actively seeking a teacher
  + UM students used to teach in 4/5th grade so looking into but it wouldn’t
  + Madonna has a sign language major teacher program

**Board Representative Reports:**

**President**: none

**Vice President**: none

**Secretary**: Caitlyn Sorensen-Kowalski - attendance

* **Motion to approve minutes from 1/18/2022:** Yes (22); no (0); abstain (0)
* Website - Missy will share login information for the website

**Treasurer**: Missy Plegue - budget: shared in the agenda

* $69,575 reflects bookfair income
* Movie night - made $600
* Donation research - (new business)
* **Plante Moran update**: Missy was provided a draft from Jill to review and reached out to Jill. She will send out the final soon.

**PTOC Representative**: Sarah Anton - Daryl PTOC vice president; lifting up black voices talking specifically organizing within black spaces with black families; there was a productive and valuable information; making spaces welcoming; you can listen to the recording which should be posted; equity- had done a subcommittee and presented the findings; lots of hard conversations about equity and some contentions; next meeting is PTO events and inclusions; moving to food allergies and what if my child does not have a diagnosis and how do we accommodate those children

**Fundraiser**: Peter Finnie; no updates; in contact with some local restaurants (Frazier’s Pub)

**Old Business**

* **Pop!** - Kristin had a meeting with Jodi after his presentation and the logistics. He is confident we would exceed our fun run fundraising goals; the kick off would be Mon/Tues/Wed and then 10 days between to have the “Day of Awesomeness” and it could be during our fun run
  + Start date 9/18?
  + Day of Awesomeness 2nd week of October
  + Thursday may be the best day to have the best obstacle course materials
  + Propose to replace Fun Run with Pop!
    - No fun run because it is similar type of fundraising event
    - Propose we keep the fun run but make it a different marketing - other schools have athletes or other health focus
    - Get other sponsors (like local businesses)
    - Fundraising in the fall and spring awesomeness
    - Discussion about fitting in all the activities (book fair, fun run, fall fest, day of awesomeness
    - Tabled until we get dates

**New Business**

* Equity: district is revisiting and rewriting; everytime we make traction we get a roadblock; what is our goal for equity; supposed to have a person on the executive to have discussion to make sure events and activities are equitable; what barriers as leaders that are closing doors to families; learn what works best in our diverse community; and honor our community and take away our biases; maybe it is not separate but starting small; a different person to be a liaison and more manageable; staffed and open to all; be intentional; publicizing and benign intentional about connecting to groups; long road to get to where we are;
  + Action committee; Sarah Anton; Kiel; Matt Lazette - open to committee
* Committees
  + Bylaw review update -(Caitlyn and Sarah) updates ongoing; timeline by the end of the year
    - Policies and procedures will be added - best practices
  + Book Fair - $8000 - scholastic money (May 19-25 bogo); what is the best idea; purchased at least 2 books for each teacher today; all for books $150 and another $100 used to get; what do we do with scholastic dollars?
    - $7000 - get teachers what they need; scholastic bucks vs cash - what if it is not in the catalog?
    - Motion - $3100 approximately (can take for cash at $2081)take the scholastic dollars and tell teachers we have X amount out of the catolog that you want now and then roll them over; Meghen 2nd; 16 yes; 3 nay; 1 abstain; teachers can exercise the option to buy books from scholastic with dollars
  + Garden - no update
  + Money - teachers survey; get it in the hands of the teachers;
  + Book room - money is not there yet; funding the codable books; district is hearing this and taking some action; currently $7500 for 50 people = case load or classroom; excluded TAs; there should be a list on who was able to use the funds; nothing in by laws or policies

PTOC Rep - Jenni Hawes - self-nominated and all voted in

**Committees (need to call for members of committees):** Caitlyn/Kiel will email the committees to get them started and Kiel will carry over the oversight going forward.

* Science olympiad
* International night - met and had several people there and talked about acts; talked about contacts with restaurants for food donations; divided up responsibilities for areas of the world and set up the displays; need a fundraising note to get donations; there are boards already created
* Movie night committee - running busy - ipad $800 plus square device; to effectively work on the movie night and events proposed getting ipads/ Mr. Latour said we can use the schools devices; sarah noted you can use a qr code and need to verify purchase; pto venmo more
* Ice cream social - meeting next week

In person/zoom/hybrid - discussion about format; thoughts on every other;

Survey to gauge interest in support group for parents - Kristin to send out survey

**March Agenda**: 3/21

* Review tabled items (Pop!)
* Review upcoming events
* Teacher survey

**End motion: Missy motion and Caitlyn 2nd 8:06 pm**

**Approved 3/21/2023**