

Children's Kiva Montessori School
PTO Meeting
May 12, 2016 5:30-6:30 P.M. Children's House on Empire

I. **Welcome/Introductions:** Angie Seeley, PTO President

- II. **PTO Vision-** The Children's Kiva Parent/Teacher Organization (PTO) serves as a liaison between parents, teachers, staff and the Board of Directors, with the goal of enriching the Kiva community. The PTO strives to create a welcoming atmosphere for families to engage more deeply in their children's education by providing a forum sharing ideas and by sponsoring opportunities for family involvement.

III. **Reports**

A. President

1. Welcome-**Angie went to a BOD meeting and learned the chain of communication when it comes to concerns. Teacher first, then Susan/Lexi, and then the BOD as a last resort.**
2. Correction to PTO bylaws re: Description of Volunteer Director responsibilities was inadvertently omitted from the bylaws.
3. Election of PTO officer positions: President, Vice President, Volunteer Director, Secretary and Treasurer.- **Thank you to Lexi and Mona for including this in the newsletters! We haven't had any response for the open positions and Angie proposed to move elections to the first or second meeting of the new school year. The is was unanimously approved. The current PTO officers will continue in their roles until the election is held.**

B. Treasurer

1. Checkbook balance is \$2,937 at May 3, 2016- **Funds will carry over to next year if not used.**
2. PTO has \$1,984 available for distribution under new policy. Are there any distribution needs at CKMS or CH? **CH asked for \$100 to fund language boxes for both upper and lower elementary as well as Mountain Room at CH. This request was approved.**
Angie Samulski found some busses on Craigslist that could be purchased and used for school transportation. Lexi suggested this be explored by the finance committee so they can look into cost for upkeep, insurance, etc. and see if it is sustainable.
3. Monthly reports are available through Angie Seeley.

C. Volunteer Director

1. EI/MS would like assistance with:
 - EL/MS need lunch help 12:00 to 12:30 Monday through Friday, come have lunch with your child. All we need is an adult at each table and maybe a little clean-up assistance.
 - EL/MS needs a parent to help in the Specials classes, Mon-Thurs 12:45 - pickup, can be a 1 hour commitment per parent or all afternoon. You do not need to have any experience, what a great way to learn with your children! This is just a need of another adult presence to help keep kids on track and focused- **This seems to be going more smoothly! Stacey said we should have some money left over from teacher appreciation that will roll-over to use next year.**
2. Children's House needs help with:
 - we will have a spring clean-up day or weekend. *Once the weather is better: Table refinishing and epoxy application, 1) Gazebo-need someone to remove the bamboo from the fencing around the gazebo and install Plexiglas, 2) Someone to sand and stain the gazebo and some of the other outdoor structures, 3) Someone to install new surface on the boat.*

D. Health and Wellness

IV. Community Forum-We love to hear what parents(guardians/staff etc.) are thinking please don't hesitate to share celebrations, comments, suggestions, questions or concerns! It is your participation that makes this organization great! We respectfully ask that these items be limited to 5 min, if you would like more time please request your items be placed on the agenda and we will be happy to accommodate you!

- A. Board of Directors Representative- Board meetings are open to the public! They are trying to move the meeting over to the community room. There was a question on where the Board is on hiring a new head of school. Tamia's response was that the screening committee will be reporting to the board on Monday at the BOD meeting. If you are unable to attend, the minutes from each meeting are posted on the school website under BOD.**
- B. Open Forum- Susan Lucas wanted to say thank you to the PTO and committee for everything done for Teacher Appreciation Week. Terry Chee wanted to commend the teachers and staff, her daughter loves the school. Her husband teaches Navajo and has several books written in Navajo and English that they would be willing to donate to the school. There is also interest in setting up a Wednesday club with him so students can learn Navajo.**
- C. Rebecca Samulski: Wants to try and have a student member of the BOD or a Student Council so students can be included in decision making for the school. This is something that will be explored. Also mentioned that teachers only have a mandatory 15 minutes of training on how to recognize sexual assault. Possibly hold a parent/teacher training at one of the parent nights.**

V. Director's Corner

- A. EMS Finance Director Susan Likes: They filled the lead teacher position for next year for the Upper EL and it will be Paula Fury. Kaitlin will be doing reading intervention next year. They are still interviewing for the Co-lead for upper EI.**
- B. Alexia Hudson-CH Executive Director- CH is in need of more volunteers for the Denny Lake field trip which will be Tuesday May 31st. They need a safety monitor, bathroom monitors, playground monitors, someone to read with kids, and someone to do SPARK games. They need a 1:3 ratio so they need 10-15 volunteers.**
- C. Lexi also needs someone to help organize the teacher storage shed so teachers can break down their classrooms at the end of the year... possibly next Friday.**
- D. Volunteers are also needed for the Splash Pad field trip on June 1st.**
- E. Thank you Stacey for everything for teacher/staff appreciation!**
- F. Rob Lee is still willing to come in the fall for a parent training class- Stacey will coordinate with him to pick a date and time.**

VI. Other Activities

- A. Mentor program**
- B. Plans for next year- If anyone has any ideas or suggestions for PTO for next year, please contact one of the current PTO officers!**