

Children's Kiva Montessori School
PTO Meeting
Nov. 10th 5:30-6:00 P.M. Children's House on Empire

- I. **Welcome/Introductions:** Cari Spoonemore 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. **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-** Will speak about Schools plan for the Executive Director changes and answer questions or concerns. **Tamia Hurst: Josh Warrinner's resignation has been accepted by the board and the board will come to a decision on when those changes will be implemented. Rob Lee has been meeting and assessing this week and will present his plan and his findings at a special board meeting on Wednesday November 11th from 5:30-7:00. This will be an open forum meeting and parents will be able to ask questions or voice concerns. The board will make their decision based on what is best for the school and ask that parents see this as a positive change. They will move in a positive direction and the staff is very much on board.(No parents had any questions or concerns)**
 - B. Open Forum- follow up

Box Tops: CH Box top coordinator is Cressent Rossiter, Currently working on obtaining an EMS coordinator. See CH newsletter for more info about Box Tops and what they are.

Parent question about mindfulness and what it is: Julie McCue (SP?) has been contracted for 6 weeks meeting once a week to teach the kids about mindfulness. She will be sending home handouts for parents with explanations and how they can implement it at home. Steven Spoonemore would be willing to come and talk to the students about how he applies mindfulness at his job. They are hopeful it will make a big impact on students.
- IV. **Reports**
 - A. **President**
 1. Welcome **We cannot use the annex for the SOC HOP because it isn't a fundraiser event.**
 2. UPDATE-national school of choice week SOC HOP both school location Beech Street lunch room. if you are interested in helping plan this event email kivapto@gmail.com
 3. BYlaws vote to approve changes (copies will be Available at meeting)**Vote passed- changes to definition of executive committee to make them more consistent and removed fundraising position as it will no longer be a PTO position.**
 4. Vote to approve new distribution of funds (copies will be Available at meeting)
 5. Cari Spoonemore Formal resignation from position as PTO President effective following the adjournment of this meeting.
 - a) introduce plan for PTO in the event no president is voted in today! Did not happen as our president was already voted in by the PTO officers prior to this meeting.
 6. Open Position/ Executive Committee VOTE if candidate is identified!!!!
 - a) President- **Our new president is Angie Seeley! She was voted in by our PTO executive committee unanimously on Friday November 6th. Her tenure will last**

until the end of this school year. Although she does not have children at CH, she wanted everyone to know she has a deep love for CH and will make sure it thrives. Note: Our bylaws allow dual roles. Angie is also our treasurer but will ask that another officer reconciles the bank accounts to make sure everything is above board. There is a process in place!

b) Vice President

B. Treasurer (5 min)

1. Checkbook balance is \$3,059.02 at November 2, 2015
2. Yard sale final results - \$2,009.20
3. Review of PTO financial records has been completed by Susan Likes. No exceptions noted. This is done according to our bylaws.
4. Monthly reports are available through Angie Seeley.
5. Discuss funds available for distribution **Vote Passed!**

See Attachment! These changes allow for more flexibility with how funds are used as needs arise and it also allows parents to have a bigger voice in how the funds are used.

Parent Questions/concerns: With less fundraising money from PTO, less money will go to tuition assistance. The board will take on this responsibility and PTO was not contributing a significant amount. Lexi says it will not break CH to not have this contribution. Tamia Hurst- The changes made to PTO distribution of funds aligns more closely with RE-1 policy. PTO shouldn't be held responsible to provide funds for line items in an budget.

Anyone can make a proposal for funds and it will be voted on by PTO officers. (Again, see attachment for more details on this change).

Distribution of Funds

The PTO will hold a minimum of two fundraisers per school year to support CH, EM/S and PTO Outreach needs, with the following exceptions: 1) 10% of proceeds from the first fundraiser will be allocated to PTO Outreach activities, and 2) 2.5% of proceeds from each fundraiser shall be held as a PTO bank balance reserve. Net proceeds from each fundraiser will be held in the Kiva bank account.

PTO will entertain proposals for use of funds (i.e. t-shirts, playground, garden, field trip, etc) from all PTO members, ED's, teachers, and community members. Such proposals will require approval from PTO Executive Board before bringing it to a PTO meeting for a vote. The Executive Board is charged with ensuring that distributions appropriately consider the needs of EM/S, CH and PTO Outreach, and are in line with the PTO, CH, and E/MS mission and vision statements.

Once approved by PTO Executive Board, proposals will be presented at the next scheduled PTO meeting for discussion, including a report of PTO account balance. After discussion, PTO will hold a general vote (meaning all present at the PTO meeting have a vote) majority vote wins. If the proposal fails, the presenter will have one opportunity to amend the proposal (no increase in amount) and submit it for a second vote, again majority wins. If the vote wins, distributions will be made per the proposal. If the second vote fails, no further action is needed.

The PTO Executive Board is authorized to disburse funds up to \$50 for requests made and approved but needed prior to the next scheduled PTO meeting. These actions are expected to be infrequent, while allowing flexibility to meet needs as discussed above.

C. Fundraising Director 2 min

1. Join us for Fundraising Committee meeting immediately following this meeting for Festival of Trees details and updates. Fundraising committee did not meet due to both chairs not being able to attend. A signup sheet for parents to volunteer for the Festival on the Plaza was passed around, NOTE: After Festival of Trees is over this year, PTO will no longer be directly involved with this fundraiser or any of the bigger picture fundraisers - this will be something that the board can take on in the future.
2. CH will still have their in house fundraiser through Equal Exchange and EMS will do a walkathon for their fundraiser.
3. The PTO will now only do 2 fundraisers per year: the yard sale and picking rocks at Ute Mountain Farm. These are more family oriented fundraisers and don't require too much effort from families, just time. The Board will take over bigger picture fundraisers and they have their own fundraising committee that is an open committee- Lexi will send out info to parents on the next meeting time and place for those interested.. This allows the board to have some oversight on fundraisers and streamlines the process.

D. Volunteer Director

1. Overview of Volunteer Efforts
 - a) Enormous thank you to all who continue to help with crosswalk duty we still need to fill one spot for Monday mornings. 7:35-8:00 AM
 - a) Charter needs a parent to help in the Music and/or Spanish class, Mon-Thurs 12:30 - 2:30, can be a 1 hour commitment per parent You do not need to have any experience, what a great way to learn with your children! This is just to help keep kids on track
 - b) Children's House needs: Room Coordinators are sending out lists mainly need cleaning and outdoor yard clean up and annual maintenance and lunch time classroom help, contact Stacey for details Amanda (Lavender's mom) is the RC for Angela's class. Both CH and EMS could use help with dusting. CH needs help with yard, mostly sweeping/raking leaves.
 - c) volunteers for morning drop off callins, we have a call tree

2. Volunteer of the Month - Tamia Hurst, while raising 3 boys, Tamia serves on both Board of Directors', she is willing to help with every volunteer need and always does it with a smile and wonderful attitude. Tamia shows an immeasurable commitment to this school and is always an absolute joy to work with. We thank her deeply for her love and kindness

E. Health and Wellness Liaison

- 1.

V. Director's Corner (10 min-5 min each)

- A. Josh Warinner: Executive Director Josh thanked Cari for all of her hard work and wanted to say that he and the board are working together when it comes to his leaving.
- B. Parents had questions about how our school measures up to RE-1. He provided handouts for parents to look out showing how we compare to RE-1 in the STAR assessment. Concern was voiced over the comparison because the charter is very different from RE-1 and Josh stated that we hope to be able to draw comparison between other Charter schools in the state in the near

future. If anyone is interested in seeing the STAR Assessments, please contact Josh or you can attend an upcoming SAC Meeting!

- C. Parent questions about what the kids are doing with STEAM: There was a blurb in the Kiva Kids from last week about this. Kids are doing bug studies, plants, simple machines, scratch(Computer programming for upper EI), photography, art, etc. Community involvement is not as much this year because they are still trying to decide a theme for the year- (Health) and the kids will attend a health fair in April/May.
- D. Alexia Hudson-CH Executive Director Lexi also wanted to thank Cari and let her know how much she will be missed! Lexi wanted parent input on where to have Stone Soup this year. It was decided to use the Calvin Denton Room at Empire Electric and keep it an evening event. Next year she hopes to make it a food drive/fundraiser of some sort to benefit Bridge Emergency Shelter or another local charity. This way we can help others and use the Annex building.
- E. Pinon Project is offering and Incredible Years parenting class starting sometime after the first of the year. It will be a full coarse and babysitting and dinner will be provided. More info forthcoming.

VI. Upcoming Events/Calendar

- A. Nov. 16th BOD meeting at EMS Changed to November 11th at EMS from 5:30-7:00 Childcare provided!
- B. NOV. 18th Stone Soup both schools 5:30 p.m. location TBA
- C. Nov. 20th Early Dismissal 11:30
- D. Nov. 23rd-27th Thanksgiving Break.
- E. New Business items for next month's agenda
 - 1.
- F. Next PTO meeting:
 - 1. Dec. 8th 5:30-6:00 p.m. @ CH. Fundraising 6:00-6:30 p.m.