

# PTC GENERAL MEETING MINUTES

**August 13, 2024 @ 5:00PM**

## Attendees

- X Cheryl Olson for Dr. Renee Mallot, Principal
- X Erin Shoemake, Teacher Rep
- X Nancy Erwin, Teacher Rep
- X Shannon Alexander, President
- X Mike Roe, Treasurer
- X Ashley Huber, VP Communications
- X Renata Bell, VP Fundraising
- X Andi McKinney, Secretary

## Agenda Items

- I. Apologize for those that were unable to join the meeting virtually as we had technical difficulties. This will be worked out for the next meeting.

### II. Treasurer Report Out (Mike)

- a. Mike reported on the balance of the accounts.

ACCOUNT	6/27/2024	8/13/2024
Checking	\$71,843.90	\$61,496.69
Savings	\$30,000.00	\$30,001.37
<b>TOTAL</b>	<b>\$101,843.90</b>	<b>\$91,498.06</b>

- b. Budget - approved by Board, will be posted to the PTC website.
- c. No questions discussed regarding the budget.

### II. President Report Out (Shannon)

- a. 2024 - 2025 School Year Events / Planning Details
  - List of Volunteers / Chairs / Field Supervisors
    1. There's a good amount of volunteers but can always use more help.
  - Room Parent Meeting - Aug 22
  - Picnic in the Park - Aug 23
  - Grandparents' Day / Ice Cream Social - Sept 6
  - Fall Festival / Makers Fair - Oct 5
  - Movie Night - Date TBD - needs to be updated due to vendor availability

- Gala - Nov 16
- b. Enrichment Classes - Enrollment opens on Aug 23, classes begin Sept 16, Friday Folders will include flyer this week.
- c. Beautification Project - Update - Project still in progress. Another volunteer sign-up will be posted soon for additional dates to help with blacktop painting project.

#### IV. VP Fundraising Report Out (Renata)

- a. Fundraising Plans for 2024 - 2025 school year
  - Fall Festival - Laurel Plewe is heading this fun event on Oct 5th.
  - Gala - Nov 16th is the date, the timeline is compressed to pull the event together with the event scheduled towards the beginning of the school year, so would love more volunteers or other donation items or big ticket items like vacation rentals, etc. **Reach out to [lfptcvolunteers@gmail.com](mailto:lfptcvolunteers@gmail.com) if interested in volunteering or have any leads on donation items.**
  - Next meeting for the Gala is Wed., Aug. 21st. This will be posted on dojo and on social media.
- b. Dolphin Drive Dates - Dolphin Drive - trying out doing this in the Spring this year rather than adding this to all the other 'asks' at the beginning of the year. Stay tuned on details once we have the results of the Gala fundraiser.

#### IV. Communications Report Out (Ashley)

- a. Forms of Communication - Social Media / Dojo / Website, etc. - no specific updates but continuing to update notices on social media

#### V. Secretary Report Out (Andi)

- a. Website Updates - check out PTC website (lfptc.org) for meeting agendas, meeting minutes, google link to calendar of events, etc.
- b. PTC Meetings - 2nd Tuesday of the month
  - Executive Meeting - Monthly at 4pm
  - General Meetings - Bi-monthly at 5pm
    - Next General Meeting is October 8th

#### VI. Teacher Report Out (Erin / Nancy)

##### General

- We loved the "Chalk the Walk" and the balloon arch that welcomed all of our families and staff on our first day of school! Students loved the popsicles too. Thank you!

##### TK / K

- TK had a successful Orientation and Back to School Event. Our students really

loved their Swag Bags and popsicles from PTC. Thank you!

### Kindergarten

- We had a successful Orientation and Back to School presentation with our T.K. team too. We are loving our new students and welcoming a lot of siblings and new families. We are working on a minimum day schedule until we go Full Day K on September 16th. We are working on routines and teaching the culture of school.
- Our district maintenance painted our shed, made new bench seats for our sandbox and put an umbrella stand in a planting box in an old tree stump that allows shade.

### 1<sup>st</sup> Grade - 5th Grade

- We all held Back To School Night presentations and were happy to meet their new classes. The attendance was lower than in previous years for each classroom. Parents were given information if they missed the event by their child's teacher. Staff wondered if it was the heat, the fires or other events that may have conflicted.

### Counselor

- Enjoying visiting the classrooms and seeing all of our students, new and old. I am looking forward to visiting each class this upcoming month for a classroom guidance lesson geared towards Respect (our first of 10 character traits for the year). I am looking forward to Lunch Bunch starting next Wednesday, August 21st.

### P.E.

- P.E. 1-3 having a blast in PE, off to a great start!

### Garden

- Garden is off to a great start! Happy to announce that our very own Dana Bayless is writing our garden lessons this year! She is currently getting her Masters Degree in Curriculum and Instruction and she spent four years teaching Outdoor Ed in Coloma. Please be on the lookout for our Sign Up Genius for our monthly garden lessons in September.
- This year we have over six parent volunteers to help with our garden recess time. 3 who are dads!!! They volunteer their time during the lunch recess to supervise our students in the garden. It's still a very popular place to be during recess!

### Science

- 4th is starting the year off with plant/animal Science and 5th grade is starting the year off with Space Science.

### Art Specialist

- Art is officially back in business for the school year, I'm so excited to be back in

the classroom with the kiddos. We will kick off the beginning of the school year with a collaborative art piece that will stay on our wall all year . I love that the students all participate and can spot theirs along with their friends' creations. I want the classroom to feel like home, everyone shares a piece to our Lakeforest family puzzle! There will be so much art this year & so much fun!

### VIII. Principal Report Out (Cheryl Olson for Renee Mallot)

- a. Plans for Beginning of School Year
  - 76 new students are enrolled at Lake Forest this school year, making a total of 421 students on campus.
  - Mrs. Collier is a new K teacher and Mrs. Klutz is a new (and former) 3rd grade teacher.
  - Staff was given team jerseys to focus being a high functioning team together and recognizing everyone is extraordinary. You may have seen your teachers wearing these jerseys on campus recently.
  - The students were so excited to see the new paint and bright colors on the blacktop. Thank you PTC and all the volunteers for kicking off this project, especially in the hot days leading up to school starting!
  - **Sept 4th is picture day and looking for parents to help. Let the office know if you're available to help.**
  - Sister school from China is coming to visit Oct 2 through Oct 4th. This was something that was done before COVID and hasn't been re-started until now. We're the only school re-starting this in the District. We're in need of host families to host the students and adults attending this trip. It is a big deal for the students to come to America. Mrs. Olson was able to go on the trip the last time our school went to China. It is an honor to go on the trip; the students and the host families learn so much from each other in this experience. There will be an assembly put on by our school and the visiting students also put on an assembly for our school. **Reach out to Mrs. Olson if you are interested in being a host family.**

### VIII. Open Discussion

- a. Chalk the Walk - consider next year doing this event in the morning or expanding over multiple days leading up to school to allow for more families to participate rather than just the evening before school starts.
- b. Back to School Night Attendance was low this year - could be due to it being held on the same night as the first day of school. This is a big day for families and can be difficult, consider scheduling this on a different day next year. Each year the Principals from each school meet to discuss back to school night dates to avoid scheduling on the same day. The idea is to hold the event as early as possible once school begins to make sure the information is relayed to families early on. The comment will be relayed to the administrators to consider for next year.
- c. Dolphin Drive - pointed out that following the holidays can be difficult to fundraise. The Dolphin Drive is intended to occur in February. This time of year is being tried out this year as we heard the beginning of the year can be overwhelming

with all the other 'asks for donations' at the beginning of the year. The focus is intended to be more on participation, not the dollar amount.

- d. Fund in Need - The Blacktop Beautification project is a 2-phase project; right now the focus is on phase 1 with the cooling paint. Shade structures have been a tricky discussion, so started with the blacktop project. Assemblies are also in need of funding in addition to the reading, math and art interventions specialists.
- e. **We offer the intervention specialists for reading and math but what opportunities are there for the other end of the spectrum? - One way is when the support intervention teachers are in the classrooms, then it allows the teachers to progress further and faster. The STEAM enrichment class is an option and the question will also be relayed to Dr. Mallot for other opportunities.**
- f. Fundraiser Ideas:
  - Walk-a-thon - used to be done at our school.
  - Read-a-thon - last year was not a fundraiser but it could be. There was feedback to not have reading be money-driven.
  - Dolphin-Dash - used to be done at our school, but turned into a competition of the fastest runners.
  - Jump-for-the-Heart - this is an idea that is being considered for this Spring.
  - It's a balance to offer some activities that are not fundraisers and are simply for fun.
- g. PTC Budget and Outlook for the Year:
  - COVID resulted in funds that were not used, so after this year, we're likely going to need to do more fundraising to continue all the intervention specialists, assemblies and other PTC funded contributions that have been provided the past few years. The idea is to raise funds that are then also used in that same school year while establishing a starting budget to begin the subsequent school year.
- h. **Parent Volunteer Field Supervisors**
  - **Many parents would be willing to volunteer to be field supervisors, similar to the parent volunteers that are Garden Supervisors, to allow the grass on the field to be open at recess. This question has been raised to Dr. Mallot and will follow up with her / the District on the ability to do this.**
  - The District also has a posting to hire yard duties and those that are interested should apply!
  - In past years, before COVID, the field used to be open during recess to allow students to run laps to earn gold coins that they kept as a keepsake. It was a hit with students.
- i. Monthly award ceremonies
  - Will still happen monthly and although there are no longer lettered grades for 4th and 5th grade, there will still be achievement awards, reading awards, math awards, character trait awards, etc.

- Mrs. Shedd has created a board in the library as a visual for students to see their reading milestones in the library.
  - Benchmarks for reading is something set by the District. Once students achieve 1 million words, the next benchmark is 2 million words. This big of a jump can lack motivation for students to strive for the next benchmark with that big of a gap.
- j. **Request to post Teachers' "favorite things" lists on social media for reference. The PTC will look into creating a post with this information.**