

Minutes- Manhattan Middle School PTO Meeting
February 8th, 2016, 4 to 5:30 pm
Manhattan Middle School Library

I. Welcome and Introductions, Michele Marshall, Chair (michelemarshall@comcast.net)

- a. Meeting participants included: Michele Marshall, Jenn Hardee, Eric Youngren, Mary Dineen, Sarah Blackford, Mary Ellen Steele, Dan Tomlin, Loli Hudson, John Riggs, Arlene French, Shannon Collier, Darcy Fan, Persia Houston, Madeline Hardee
- b. Michele welcomed everyone and thanked everyone for adjusting their schedules for an early meeting since two high schools have 8th grade transition night this evening.
- c. The Winter Social is tomorrow night and everyone is invited. We could use a few more volunteers for this event and for the parent/ teacher conferences. The sign ups were shared with the group.
- d. The Magic Phoenix tax letters and the school tax letters have been sent to parents.
- e. Manhattan received its first check this year for milk caps, Sarah Blackford's ILC class has taken this over, and the check was for \$110.
- f. Michele stated that the PTO did receive a message from Don Orr, in response to the bond issue and additional gym space. (stated below)

I am aware of Manhattan Middle School's lack of sufficient gymnasium space and support the school's request to amend the scope of work in the Educational Facilities Master Plan to include an additional gym. Such changes to the master plan must be approved by the Citizens' Bond Oversight Committee (CBOC) and the Board of Education. When Manhattan's project begins design in phase two, a request will be made by Bond staff to the committee to consider the change in the scope of work and budget if necessary. If CBOC supports the change, it will make a recommendation to the Board of Education for approval. We will communicate further with the school when the time comes. Thank you for all you do for the school.

Don Orr

Chief Facilities Officer

II. Principal's Report, John Riggs

- a. Mr. Riggs continued the talk about the bond issue since he recently spoke with Don Orr. Manhattan is in the phase two of the bond, planning should take place between April and December of this year then sending the project out to bid in January 2017.
- b. Mr. Riggs reported that the track construction would start the Saturday of spring break. It will be a 6-lane track with a playing field inside. The track should be ready by the start of next school year. Included in the bond is \$400,000 for invention, how this will look is still being determined, this could include flexible learning space.
- c. Open Enrollment numbers are not available yet, but we do know that 50 students did choose MMS as their first choice in OE. The graduating 8th grade class is large, roughly 200 kids. Mr. Riggs would like to keep enrollment numbers at roughly 500.
- d. Manhattan held a Mission and Vision session on January 27th; it was attended by a small but diverse group of parents along with teachers and staff. More work will be needed to establish the Mission and Vision for Manhattan, which will be a document that will really define Manhattan Middle School.
- e. Parent / Teacher conferences are scheduled for February 16th & 18th currently there are 169 conferences scheduled.
- f. PARCC & CMASS Testing- The test will be held the first week in April. The number of tests and testing dates has decreased; there will be a total of 7 tests for 6th and 7th grade, 4 Language

Arts and 3 Math. The 8th graders will also take an addition science CMASS test. This year's testing schedule will be more like TCAP- 3 days in length. The testing will all be online, we will need to have 422 Chrome books available for testing. The district hopes participation rates will go back up to the 95%. Parent still do have the option of opting out there student from these tests. The school will provide a study hall area, or the kids can remain home until after testing, since all teachers and classrooms will be involved in the testing. The PTO will help in the organizing of healthy snacks during this testing period.

- g. Tuesday is the Winter Social; it is a PTO sponsored event with our 360 kids running the event.
- h. Mr. Riggs stated that summer school is new this year; it is a STEM based program. There is a cost associated with the class, \$600. All kids are welcome to attend, from 9:30am to 12:30pm, June 13th to July 14th.
- i. Mr. Riggs is also going to check into the school vending machine, it was mentioned that MMS was to receive a percentage of the proceeds, and currently we don't have a record of receiving any funds.

III. Teachers' Report- Sarah Blackford, Mary Ellen Steele, Dan Tomlin

- a. The teachers are very appreciative of the Magic Phoenix purchases. Sarah mentioned how impressed she was at the efficiency of the Magic Phoenix Campaign, since the Chrome cart and Hoki chairs are here that were just approved at the last meeting. Both Items are in the classrooms being used.
- b. Ellen Steele brought one of the Hoki chairs (\$112/chair) for the committee to see and try. She stated how helpful they are in keeping kids focused in the classroom.
- c. Dan Tomlin gave a brief classroom science report; 8th grade recently went to the Planetarium to see a live screen astronomy show, 7th grade is studying genetic with plants, and this then leads into babies and families, 6th grade is studying energy. There is now a Green Team that is assessing how our school uses energy. They meet Tuesdays during lunch and are trying to come up with ideas to produce less CO2. He also mentioned that he has used his Magic Phoenix money to buy a new Chinchilla cage and snake cage.
- d. Dan Tomlin also asked about scholarship money for Tall Ships, the cost of the trip is \$1,400 this spring. He would like to have two scholarships for \$700 to partially fund two students. It was also stated that Art Focus is taking a field trip to Santé Fe and the cost is \$400 per student. This lead to a discussion about how the PTO can assist or fund these trips, and is it our priority to fund individual trips or whole class trips such as the 6th grade Keystone Science trip.
- e. The reloadable grocery cards were mentioned as a source or income that has not reached it's full potential, as some schools are making \$1000's each month. How do we get these cards to be used? Some ideas were: give them to all parents at registration, have incentives each month for reloads, have a couple of lucky cards at registration loaded with more \$\$ as a prize, be part of the registration process. One idea is to designate this money for scholarships, and have this clearly stated to the parents; this is no cost to parents that has the potential to raise the needed resources for scholarships.

IV. Treasurer's Report (Erica couldn't come but provided a report) erica@onthedivide.com

- a. We are current on all of our bills including paying the City of Boulder Sales Tax and Trip Tracker fee of \$675. We also have received all of our community night dinner checks. The Art Focus group (Santé Fe trip) has requested two Community dinner nights to raise scholarship money; these are in the planning stages at this time.

- b. The school store will have to be examined for next year, since the profits aren't much, and getting volunteers to open and manage the store has been harder this year. The school store historically was not created to be a large income-generating source.

V. Committee Reports

- a. Grocery Cards- Kristy was not present to give a report. Currently, which is new, you can pay for grocery cards on-line and then get the cards mailed to you. This may increase sales, as there doesn't have to be a personal connection, which doesn't happen all that often at the middle school level.
- b. Winter Social-Sara Knight is chairing this again, we could just use a few more parent volunteers, see the sign up genius.
- c. Projects Committee: Julie submitted the report; the Project Committee has been busy this past month. We've completed a number of projects including: numbering and labeling the replacement math textbooks, cleaning the science fossil display cases, and setting up the elective classes' new chrome cart. We are finishing some other projects: organizing the science office cabinets, putting up a new LA wall display and moving books in Ms. Steele's classroom library.
- d. The parent /teacher conference dinners-Persia Houston. The menus are set, now all we need is parents to volunteer to bring items. This hasn't been a problem in the past. On the 24th since the conferences are by invitation only, the PTO will purchase tamales, rice, and beans from one of our parents. The PTO will then complete the meal with salads and desserts.

VI. District and Community Representatives: TAG DAC & BVGT- Darcy Fan bdkefan@comcast.net

- a. Boulder Valley Gifted and Talented: On April 7 at Broomfield Heights Middle School there will be a talk about Grit and Resiliency by Janice McNally. Darcy will forward all the information to Loli so that this can be listed on the Manhattan Website
- b. At this time Darcy also mentioned the Destination imagination Sandwich making event that will be held at MMS on Thursday after school. The team has created a sign up genius form for donations and is taking pre-orders for burritos that will be provide by Freshi. Freshi will give 30% of the proceeds from the event to the DI team to use for the Boulder Homeless Shelter. Everyone is welcome to attend and participate in the sandwich making or purchase burritos that evening. Any sales directly after school have to be held at the park due to the new healthy snack requirements.
- c.

VII. Volunteering Opportunities-

Winter Social volunteers, Parent /teacher conference dinners, Sandwich making night with DI team

VIII. Other Comments or Questions

ACTION ITEMS

- Prep for winter social on February 9.
- Prepare for Parent/teacher conference dinners Feb 16th, 18th & 24th