

Melrose Elementary PTO August 2016 General Meeting Minutes

Tuesday, August 22, 2016 at 8:15am in auditorium (with an additional meeting at 5:30 pm in auditorium).

Meeting called to order by President Joyce Quirch at 8:22am.

Principal Mathew Needleman

- The PTO funds the technology at Melrose, which frees up the school's budget to pay for things such as Garden Ranger, classroom aides, math curriculum, etc
- Make sure to check out our website (www.melrosetars.org) for the most up-to-date info re school calendar
- Come to "Coffee with the Principal" (9/6/16 at 8:15 am) for more detailed talk with principal and opportunity for Q & A
- Calendar distributed with dates for Coffee with the Principal, PTO meetings and parent workshops
- The school's official test scores from the district are not yet finalized, but will be forthcoming
- Girls bathroom is finished!
- Thank You! To Chris Shanley for spearheading the repainting of many of the buildings and structures at Melrose over the summer
- A new mural has been painted on the ARC/DHH building
- Ways to receive communication from Melrose:
 - check backpacks daily for any papers coming home
 - sign up for text messages directly from school. **This is the fastest way to get info!! Go to www.melrosetars.org. Follow the prompt on the right "sign up for text alerts"
 - sign up to receive once weekly email newsletter. Go to www.melrosetars.org. Enter email address in the box on right.
 - You can opt out of the "robo-calls" if you are receiving them. These also happen once/week.
- **HOW YOU CAN HELP THE SCHOOL. IMPORTANT!**
 1. Lunch Application. Please fill out and return the free/reduced lunch application even if you think you may not qualify (or fill out online <https://www.myschoolapps.com>). More \$ comes to the school from lunch applications than from the pledge drive.
 2. Attendance This is the greatest source of \$ for the school. For each day a child is in attendance, the district puts \$ into our budget for the following year. The higher the attendance, the more \$ we get. District's goal is to have students miss no more than 6 ½ days per year. If your child has a dr appt, etc, still have them come to school before and/or after

- Our money allotted to us went up by \$13,000 from the previous year because we did well on turning in lunch apps and improved attendance. This helped to fund our librarian, Ms. Patty.
- Goal for this year: turn the underutilized computer lab into a multi-media space. Existing computers in the lab will be relocated to classrooms as needed. New space will incorporate a sound booth, green screen and open space for multi-media storage.
- Goal for robotics to come back. Perhaps teacher-sponsored club or other?
- Group headphone order information to come.
- Each classroom that has a 100% participation in turning in lunch apps will get an ice cream party.
- Our 3 school governance councils:
 - 1) School Site Council (SSC). Required by law. Votes on how \$ in our budget is spent (eg textbooks, aides, library, etc) (accountability to taxpayers). We need minimum of 5 members. Voting for those 5 members will take place at the 1st meeting: **Monday, September 19, 2016, 3pm, library**. SSC will meet approx. 1x/month (mandatory minimum of 8 meetings throughout year). All meetings are on Mondays from 3-4pm. All meetings are open—all welcome to attend.
 - 2) Local School Leadership Council (LSLC). Responsible for the scheduling of school events, instructional programming and beautification. Elections are at the 1st meeting: **Monday, September 26, 2016, 3pm, library**.
 - 3) English Learner Advisory Committee (ELAC). Only for parents of English Learners. Determines the spending of \$ allocated for English learners. If you have a student who is an English learner, you will receive more info on this. Meetings are one Monday per month from 3-4pm.
- Back to School Night is next week, Tuesday, August 30, 2016. 5pm

Stacy Bertucelli, Magnet Coordinator

- The mandatory laptop meetings are this week for parents & students in grades 3, 4 & 5. (Digital Citizenship). Time choices are: Thursday 7:15am, Thursday 5:30pm, or Saturday 9am. Meetings will last about 30-45 minutes.
- Volunteer information: go to www.melrosetars.org, click on “get involved,” click on “volunteer sign up.” Fill out volunteer interests survey and someone will be in touch based on your interests. **If you plan to volunteer on campus during school hours, you must also fill out “lausd mandatory volunteer application.” Print out completed app and return to office. If you need your student’s id#, email Stacy at sbertucc@lausd.net (If volunteering on campus during school hours you are also required to bring the school a tb test taken within the past 3 years. Free tb tests are available at the Free Clinic at Melrose/Wilton).

Gina Viola-Peake, Treasurer

- We (the PTO) have \$17,000 in bank now, which is a vast improvement from all years past.
- Last year the PTO was able to fully fund an entire grade level of new computers (13" Macbook Air laptops).
- We also have additional \$ in the bank (not a part of the \$17,000) earmarked for beautification.
- We need to refresh an entire grade level of iPads (we are a 1:1 technology school). We will use \$ from our bank acct for that.
- We will also need to replenish our "spirit wear" supply. (we buy the merchandise first, and are then reimbursed as people buy items).
- The Pledge Drive launches next week at Back To School Night (Tues, Aug 30). This is the only time during the year where we are asked to reach into our own pockets for \$
- This year's fundraising goal is \$150,000, including this year's pledge drive goal of \$90,000.
- The PTO owns all of the technology we purchase which is good, because we are able to sell it back at up to 50% of its value after 3 years.
- Last year the PTO raised \$115,000.

Sarita Singh (for Ola May, ongoing fundraising)

- Described easy ongoing fundraising opportunities (see attachment and links on the pto website: www.melroseelementarypto.org)
 1. Amazon (go to Amazon through our portal on the school's homepage: www.melrosetars.org) A certain % of every purchase is donated back to Melrose
 2. Ralph's gives up to 4% cash back on purchases to Melrose. **You must re-sign up every year!!!
 3. "benefit" mobile app to buy digital gift cards. Up to 20% cash back to Melrose!!
 4. escrip dining 2.5% back to Melrose
 5. Box Tops each box top is worth 10¢
 6. Shutterfly gives Melrose 13% of purchase

Joyce Quirch, President

- Introduced Hospitality group: Katie Weber, Alysen Cho, Noe Montes, Hiroko Okazaki, Mary-Rachel Foot

Chris Shanley, Beautification

- Huge Thank You to Sherwin Williams on Highland Ave for donating ALL of the paint for this summer's re-painting/beautification project.

- Painting will continue
- Tree planting project to start in October via grant from Tree People
- Goal to have ongoing small beautification projects throughout year in addition to larger projects.
- To volunteer to beautification: email Chris at

Joyce Quirch

- Thank you to Fratelli's for donating this morning's coffee.
- Fratelli Friday is this Friday, August 25, from 7am-10am (and every last Friday of the month). He gives Melrose 20% of all purchases made by Melrose families during that time! Please support.
- Every Tuesday morning is recycling. Drop off your recycling items (**no glass and no milk bottles!!!**) at the Formosa gate.
- If you have contacts/resources in the community willing to give support/donations, please bring this to Karen Steyr and Mary-Rachel Foot, the Community Outreach Committee, to ensure there are no conflicts with current supporters.

Next meeting is Tuesday Sept 13, 2016 at 8:15 am in auditorium

Meeting adjourned at 9:22 am.

Minutes compiled by Katie Weber, Secretary

Additional meeting held at 5:30 pm, Tuesday Aug 22, 2016.

Called to order by Joyce Quirch 5:35pm

Additions in evening meeting:

Mathew Needleman Melrose makes \$ by renting out our parking lot on evenings and weekends. This gives us more \$ for our budget.

Gina Viola-Peake

The official goal of the PTO has become "technology sustainability." We have taken responsibility for not only providing students & school with tech (laptops, iPads, apple tvs, etc), but making sure this tech is able to be repaired and replaced when needed.

Our other school fundraiser is in the spring, the Jog-a-Thon. This is where we ask family, friends, neighbors, etc to help with donations.

Thank you to Ms Raven Vilardo our teacher liason to the PTO for coming to our evening meeting! Ms. Vilardo teaches grades 4/5 DHH.

*****The meeting minutes will always be up on the pto website**
(www.melroseelementarypto.org) within a few days after the meeting.

Ongoing, the only other evening meeting will be in the spring semester, but if anyone needs more access to the meetings, please contact Katie Weber, secretary, at kateweber1@gmail.com.

Meeting adjourned 6:25pm by Joyce Quirch