



Glencairn Parent-Teacher Organization

939 Harrison Avenue
East Lansing, MI 48823

Nurturing Each Child
Educating All Students
Building World Citizens

Glencairn Parent Teacher Organization Minutes

May 8th, Meeting

Glencairn Library

In attendance: Karin Polischuk (President), Kim Roland (Secretary), Erin Black (Treasurer), Lorraine Ware (Principal), Naja Tatum (Kindergarten), Katrina Nordquist (Kindergarten), Dongpu Fu (parent), Kristin Bellar (parent), Terah Chambers (parent)

Absent: None

Meeting called to order at 7:06 p.m.

April 12, 2018 Minutes approved.

Teachers' Report (Kindergarten – Ms. Tatum, Ms. Nordquist):

- Proud of the growth and learning this year. This year the Kindergarten teachers are team teaching. They switch for reading and math. Both teachers know all the kids and this helps with structure. They can each showcase their strong skills (Ms. Tatum-writing, Ms. Nordquist-math). They spend time brainstorming together since they both know the kids; find that the brainstorming is more meaningful.
- For the start of next fall, planning a “community start” where the kids are gathered together and the teachers get to know the kids first before class lists are established. This “community start” will last about a week or two. For kindergarten the teachers don't start with any background knowledge of the kids, so this allows the teachers to best balance the classes. They work to find the best matches of students. This was the first school year they've done this and finding that this year has been much calmer and smoother than in the past.
- June 13th Fun Day – Hoping to find a parent that can head up the fun day. This would be for 1st grade also. Suggest directly asking a parent. Maybe break it down into parts such as pizza, activity, etc.
- 5K on June 8th around 1:00-4:00 – About a dozen parents for sure to help across the street, for set up, and for clean-up. PTO will ask Jen Pace to set up a sign-up genius, will encourage kids to do 6 laps, but once kids start getting too tired they can play on the playground. Kids that finish a 5K will get a special 5K Token. PTO has funds to possibly purchase some fruit or pushups. Can get parents to volunteer to pick up or cut fruit. Could also do a movie option in the gym to add variety or a break from the outdoors. Also, could open the lunch room for reading and coloring. Another option would be to look into the Kona Ice Truck.
- For packing help for the school/teachers – there will be a bulletin board in the school that will show teachers' needs. Parents can look and grab a need that they would be interested in helping with. Book rooms really need help to begin with before packing can be done there.

Principals Report (Lorraine Ware):

- With the activities coming up such as field day, 5K, etc we'd like to take advantage of any parent help possible so that teachers can rotate with packing and participating in the activities. Teachers are asking for help with the kids (for example supervise an activity or recess) so that they can sort and organize and plan how they're going to pack.
- Packing – This will be sooner than we were originally thinking. We can do this!
 - PTO materials in the mezzanine. What to do with these items that we haven't used in a while?
 - Everything needs to be packed in a box with a lid that closes. Boxes have been supplied, just need to ask Ms. Fromson.
 - Mrs. Ware handed out a packing assistance document which can be found on the last page of these notes.
- Need a balance so that the school isn't bare for the kids. How to get the word out that we need help from parents? How to make sure that 40 people don't show up at once?
- The best idea is to just reach out and ask your students' teachers.
- Discussion about keepsakes from the old school. What if someone is interested in purchasing keepsakes? This is more of a district function because the money wouldn't go to Glencairn or to the PTO.
- Keep in mind that things in the school do belong to the school district so they cannot be taken by families and students.
- Demolition will start on June 21st.
- Thank you all for the nice thoughts and gift card for Principal's Day!

Financial Report (Erin Black):

- Not much has changed since our last meeting.
- \$500 spent on Mileage Club.
- Chunks of money left for teacher reimbursement and field trips. Ms. Fromson sent out a reminder to teachers.
- Ms. Ware has receipts for March is Reading month.
- For the picnic, we are renting a big grill for the hot dogs for the picnic.
- The PTO will match donations up to \$500 to cover the 2nd blue block purchase. Donations will be collected at the picnic.

Nominations and Vote for 2018-2019 Officers

- The following have been voted on and approved
 - Karin Polischuk – President
 - Kristin Bellar – Vice President (tentatively)
 - Kim Roland – Secretary
 - Jason Weller - Treasurer

School Board Report (None present, but summarized by Terah Chambers who is here as a parent, but is on the School Board):

- 4 Board Seats will be up for re-election this fall, hoping to have good folks who are interested in running
- Talking about boundaries and planning for programming at Red Cedar. These topics are related because different options could impact the decisions. Permeable boundaries will help families and the schools prioritize where students would be best located. The Board is trying to come up with recommendations to give to the Superintendent to investigate and provide communication to get feedback from the community. It will be important to get this feedback.
- Approved lowest number of schools of choice slots – 82 for the coming year, wanted to be conservative with estimates
- August 28th has been approved as the school year start date for next year
- Start times have not been finalized because this is part of teacher negotiations. These have been moving along, but it is a new process this year.

Calendar Review and President’s Report (Karin Polischuk):

- Upcoming Dates
 - May 10 – Festival of Cultures
 - May 30-31 – Track and Field Days (4th/5th)
 - June 5 – Field Day
 - June 6 – Hoop Troupe Show
 - June 7 – 4th Grade Field Trip
 - June 8 – All School 5K
 - June 12 – Year End Picnic 6-8P
 - June 13 – K-1st Water Day
 - June 13 – 2nd-5th Water Park

Meeting adjourned at 8:27 p.m.

This was our last meeting of the school year.

Glencairn Packing Assistance

There will soon be a “Teacher Help” sign-up board for parents (to assist with particular jobs that teachers have), on the parent bulletin board to the left of the photographs. Here teachers will post things that they need help with.

Things that can be done now and later (with directions from appropriate staff)

Areas ready to pack:

- ❖ Packing the PTO materials in the mezzanine.
- ❖ Packing & labeling general school items in the mezzanine.
- ❖ Packing up (sorting) the toys in the lunchroom cupboards.
- ❖ Labeling books in the lower elem. book room
- ❖ Removing all of the READ Posters in the hallways (place in conference room). The Velcro on the back of the posters can be left on.

“Deconstruction Day” (in June) Deconstruct the playhouse village

- ❖ Deconstruct the gaga Ball court
- ❖ Remove the bulletin boards from walls
- ❖ Take down the PEACE mural in office
- ❖ Take down the Welcome mural in hallway

As of June 1st:

- ❖ Pack the Book Rooms
- ❖ Pack the Ellison Die Machine

Last Week – June 10th: (with directions/support from appropriate staff)

- ❖ Pack book tubs in hallways (take-home books)
- ❖ Take down sign by road and pack letters
- ❖ Pack the lounge (dishes/decorations/vases)
- ❖ Take down photo bulletin boards

Need the Hydraulic Lift for:

- ❖ International flags in lunchroom
- ❖ Flag in gym
- ❖ Lunchroom behavior signs (high up in back)