



# Glencairn Parent-Teacher Organization

1110 Narcissus Drive  
East Lansing, MI 48823

Nurturing Each Child  
Educating All Students  
Building World Citizens

## Glencairn Parent Teacher Organization Minutes

September 11<sup>th</sup>, Meeting

Red Cedar Library

**In attendance:** Karin Polischuk (President), Kristin Bellar (Vice President), Kim Roland (Secretary), Jason Weller (Treasurer), Lorraine Ware (Principal), Mrs. Julie Bungard (English Language Learner Teacher), Sara Jane Arnett, Terah Chambers, Jada Moultrie, Elizabeth Lyons, Shannon Torres, Fuzhen Hu, Cengie Ciao

**Absent:** None

Meeting called to order at 6:31 p.m.

**Introductions provided by Kristin Bellar.**

### **Teachers' Report (Mrs. Bungard – English Language Learners):**

- Mrs. Bungard would like to introduce a new program this year called the Friendship Family Program. Both international families and American families have the opportunity to fill out an application. These applications will be sent to everyone. Once submitted, Mrs. Bungard will begin to pair up families. The American family will support the International family for school activities, questions, events, friendship, etc. This will help the International family begin to build relationships with and feel safe with another family in our school. This is meant to be fun and both families can learn from each other. These applications will be sent out soon. As a note – there is a really great playground and rooms at 1855 Place to meet at. Families should feel free to just do the activities they like to do (apple picking, sledding, meet for a snack, etc.) and can invite their International family. You can expect many questions from the International families as they are learning about life in the USA and the American culture. The PTO will begin to help distributing these applications.
- There are currently 60-65 ELL students in our school this year. This is a fluid number as students move in and out of our school.

### **Principals Report (Lorraine Ware):**

- Back to school events are mostly completed: Community Open House, Popsicle Playdate, Welcome Back Night
- Behavior, expectations, and routines are being taught to the students in the first couple weeks. Being in a different school building makes it a learning experience for everyone, including the teachers.
- Morning Celebration is now underway. On the playground we are going to be introducing one new activity at a time: soccer, kickball, etc. This will allow students the chance to learn friendly gameplay of each activity.

- Booster sessions of expectations will be done after Winter and Spring break.
- The lunch room here is awesome. Doing two lunch times this year rather than four. The 5<sup>th</sup> Graders have been helpful walking the Kindergarteners out to recess on a “train”.
- School bus issues are being worked out. Mrs. Ware isn’t always aware when there are bus issues, but is aware that there have been some bumps lately. Dean Transportation is our contracted bussing service, but Mrs. Ware has been forwarding any concern and parent email she’s been getting. Glencairn neighborhood construction isn’t helping some families.
  - Mrs. Ware is happy to forward any emails that she gets to Dean. This is really the only way for her to find out what situations are happening with the bus.
  - Mrs. Ware and teachers do ride the buses the first week of school and after each break. Kids are doing great on the bus.

### **Financial Report (Jason Weller):**

- There are not many large changes from last year.
- Playground cost has been changed to a more general Grounds and lowered because we weren’t sure what type of expenses would be used for flowers, etc. We wanted to leave some money budgeted there for just in case something comes up.
- Zeroed out some line items that we never ended up raising funds for or spending money on.
  - We should add \$150 or so back to Taste of Glencairn because we’ve had generous donations in the past and we shouldn’t count on that. Or just have a paper goods fund.
- GCASE was renamed to Math and Science Night.
- We cut down on a few of the fundraisers since hasn’t been overwhelming support in the past.
- Should we budget more for teacher needs?
- We like the idea of spending in the year that the money is earned so the current families are supporting the current needs.
- How do we get the teachers to spend the money we have budgeted for them? There are some that never get to the PTO for reimbursement. If you hear that teachers are spending their own money, please encourage them to talk to the PTO.
- Same goes for the scholarship money for students. We get plenty of scholarship money, so if a student needs snacks, wants to sign up for popcorn, etc. the PTO will help.
- Bussing for field trips is paid for by the district as long as it’s tied to the curriculum and is approved by the principal.
- The budget is fluid and can be adjusted if brought up at a meeting.
- Motion to approve the budget by Sara Jane Arnett. Seconded by Kristin Bellar. Approved by all those present.

### **Box Tops (Sarah Jane Arnett):**

- 1,200 have already been turned in for \$120.
- Kids are excited about the competition aspect.
- Sara Jane hoping to double the amount we make this year.

### **Addition Fundraising Reminders (Karin Polischuk):**

- Kroger

- Amazon Smile
- Popcorn Friday – still need one or two popcorn poppers if anyone is free on a Friday afternoon
- Kristin will send a reminder for Kroger and Amazon Smile

**Fun Run (Jessy Gregg and Erin Black not present, but updates provided by Karin Polischuk):**

- Kick off last Friday with the students. Biggest fundraiser of the year. Hoping to raise \$9,000. So far we've raised \$400, so we should start ramping it up. Kristin will keep Facebook going and Kim will put graphs in future PTO newsletters.
- This week will be more kid focused. There will be a form to fill out for obstacle course ideas.
- For the Fun Run, kids go out by grade and spend about an hour outside. They stretch, run, and then have the obstacle course. Music and healthy snacks will be provided. Thinking of doing bandanas again – they were a big hit last year.
- Trying to rein in the kids' creativity.
- We'll also send out a letter that kids can decorate and send to family or friends for additional donations.
- Should we make it easier and provide envelopes? Parents might find it very easy to send in a check if they're provided an envelope. Can the print shop help? Kristin will handle this.
- Should we add anything for kids to be able to bring in their pocket change? Maybe in the lunch room?
- Kids really do love this event and are looking forward to it.

**School Board Updates (Summarized by Terah Chambers who is here as a parent, but is on the School Board):**

- Contract negotiations went a little long, but really well with a new process. Really great that we settled on a three year contract.
- Construction is going well and things seem to be on time and on budget. If you want more details about budget, there was a presentation at the last school board meeting and you can find the information on the ELPS website. The school board will be touring Donley and Glencairn construction sites on Thursday.
- Boundaries and programming at RC – Following construction for all schools, Red Cedar will be an elementary with 7 classrooms. Marble and Pinecrest will see a reduction in student population when builds are complete because the physical size of all elementary schools will all be the same. This would be 2-3 years down the line, but school board wants to have a plan ahead of time. Boundaries and programming are being worked on at the same time. With respects to families' wishes for certain schools, they will address legitimate reasons and how to accommodate individual requests and flexibility.

**Calendar Review and President's Report (Karin Polischuk):**

- Upcoming Dates
  - October 5 – Fun Run
  - October 8 – Fun Run Rain Date
  - November – Science Night
  - December 14 – Movie Night (Hosted by the Student Leadership Team)

- Dec – Book Fair (Will be checking with Ms. Mikko-Eicher if there'll be one in December – all money raised goes back to the library)
- January 24 – Talent Show (Hosted by the Student Leadership Team)
- February 15 – Special Persons Day (Run by Ms. Bridge, learned a lot last year, still looking for a chair)
- February – Math Night
- March 8 – Book Bingo (4<sup>th</sup> Grade) – Mrs. Ware will mention that this is MSU Spring Break and see if that date will still work
- March – Book Fair
- April 10 – Taste of Glencairn
- May 10 – Festival of Cultures
- End of May/Early June – Field Day, Picnic

**Additional Discussion (All Present)**

- Missing items from the move (picnic tables, buddy bench) – a police report will be taken and then an insurance claim will be filed so that we can purchase replacements.
- Is there anything else that the teachers need right now. What about a brand new teacher? Could there be consideration to help them get their class started. Maybe budget for that in the future. Karin will reach out to Ms. Pell to see if there are specific needs.
  - Motion to support Mrs. Pell with \$500 for her class set up and budget for a first year teacher in the future by Karin Polishchuk. Seconded by Kim Roland. Approved by all those present.

Meeting adjourned at 7:47 p.m.