



# 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

January 15<sup>th</sup>, Meeting

Red Cedar Library

**In attendance:** Karin Polischuk (President), Jason Weller (Treasurer), Kim Roland (Secretary), Lorraine Ware (Principal), Mrs. Lauren Shefke (4<sup>th</sup> Grade Teacher), Mr. Marc Finger (4<sup>th</sup> Grade Teacher), Josh Vincent, Erin Black

**Absent:** Kristin Bellar (Vice President)

Meeting called to order at 6:35 p.m.

### **Teachers' Report (Mr. Finger & Mrs. Shefke – 4<sup>th</sup> Grade Teachers):**

- The 4<sup>th</sup> graders will be starting their Economics Unit. This is connected to our Book Bingo fundraiser that occurs in March. Book Bingo helps to raise funds for our field trip to Hoffmaster State Park and Frederik Meijer Garden. Part of the economics unit focuses on the economics behind holding an event and raising money. At Book Bingo pizza, baked goods, and the students' crafts/creations are sold. There is also a silent auction. The book drive to collect gently used books will begin in the next couple weeks. The teachers will take book donations at any time and bins will be put out around the school for the kids to bring in books. These will then become the prizes for the bingo games. The teachers will look into some online advertising that they can share with the PTO. Book Bingo is the only fund raiser and between the funds from that and the PTO, the cost is covered and the families won't need to send in anything. The field trip is June 4<sup>th</sup>.
- Thank you to the PTO for the support. Mr. Finger invested in a robotics kits to support some STEAM projects his class works on.
- When we move back to Glencairn, what can the PTO do to support the 4<sup>th</sup> grade? What kind of need does the school have? Teachers would like more technology, but asking the district for that. Otherwise, it will probably be hard to know until after the move.

**December 11, 2018 Minutes approved. Motion by J. Weller, seconded by K. Roland. Approved.**

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

- M-STEP – will begin in April and go through May. For students in 3<sup>rd</sup> through 5<sup>th</sup> grades. The MSTEP calendar for testing can be found on the MDE (Michigan Dept. of Education) web site. Glencairn students will NOT test the first week back from Spring Break.
- Coming back from Winter Break, teachers are doing "Booster Sessions" of expectations, model behavior, routines, and procedures. We have quite a few kids who are new to the school since the beginning of the school year.

- This is the first week of the winter “running record window”. Running Records are good indicators of reading fluency and comprehension and give an indication of progress made since the fall benchmark. Using this data, teachers can ensure that each student is getting the support they need.
- AIMSweb testing will also take place next month. This set of assessments also provides student data on both reading and math progress.
- For any student on an IRIP (Intervention Reading Intervention Plan) - The teachers must meet with the parents within 30 days. These meetings will take place during March conferences.
- For Talent Show, it was decided to do a 5:00-6:30 and 7:00-8:30 show in order to fit in all the acts. Could the PTO help to organize and run a bake sale? Any funds raised will go toward more Big Blue Blocks. They are all still very popular. Maybe we we'll skip popcorn this time, but sell cotton candy. Mrs. Ware will ask Mrs. Bridge if there needs to be any back up plan for a snow day.

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

- We still have a lot of money. Some will start getting spent toward the end of the year with the big field trips.
- Book Fair – This event went really well and the PTO netted an overage of \$23.88. Sales were somewhere around \$4,600. The scholastic dollars that were earned goes toward the library; the PTO just helps to run the fair.
- December was relatively slow due to the holiday.
- Third grade teachers have used their amount for their field trip.
- For the all school trip to NCG movie theatre, Mrs. Ware will be working on getting a receipt from Dean Transportation for reimbursement.
- Does the PTO want to open a different account with MSUFCU to earn 2% interest? Currently only earning 0.2% interest. If an emergency occurs and we need that money then we would just have to pay the interest back. Jason will plan to move \$10,000 and this will leave about \$18,000 in the regular account.
- A kindergarten family would like to donate \$500 toward a new buddy bench. Mrs. Ware had already submitted an insurance claim for the bench, so she'll suggest another idea to that family.
- Most of the grounds money will go unused this year, so maybe we'll put some of that toward Big Blue Blocks.
- A motion was made by K. Polischuk to allocate \$500 toward a second grade classroom for needed supplies. Seconded by J. Weller and E. Black. Motion approved.

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

- Upcoming Dates
  - February 19<sup>th</sup> - Math Night – Should we come up with a snow date? Last year there were 10 parent volunteers. How many will we have this year? So far we have three volunteers plus Josh. We'll do the event from 6:30-8:00 in the gym and the cafeteria. We need enough room for 20 long tables. There are about 30 MSU volunteers coming

that we'll provide dinner for. The PTO will work on getting a sign-up genius out on Facebook.

- March 8 - Book Bingo (4th Grade) – Also for March is Reading Month there will be a photo contest and a calendar of events
- April 10 - Taste of Glencairn
- May 10 - Festival of Cultures
- End of May/early June - Field Day, Picnic

**New Business (Karin Polischuk):**

- With the PTO having so much extra money that carries forward year to year, does anyone have any big ideas to allocate the money to? It might be best to wait and see what the needs will be after we move to the new school. Will there be playground needs?
- Planning for next year...we need to start thinking about who is going to be on the board. Does anyone know of anyone who might be interested? No experience necessary. Is there a better night of the week? We've picked Tuesday nights because that's when the staff meetings are but this could be changed if it allows for more availability.

Meeting adjourned at 7:56 p.m.