

**SMPO Meeting Minutes**  
**September 20, 2016**  
**7pm in Media Center**

**Rudder Members Present:** Kelly Crantford, Gina Brenner, Joie Linser, Melissa Volck, Krystan Krailler, Tara Brock, Jana Stark, Sadie Bonifas, Krista Clark, Paula Houston-Allen, Theresa Martin, Chris Vockell, Sarah Fullen, David Brenner, Craig Rozen and Heather Gerker

**Guests Present:**

**Welcome & Call to Order** (Kelly Crantford): meeting called to order at 7:03

Kelly opened with discussion of SMPO goals for this year. She explained meeting goals: all elected officers will have a chance to speak at each meeting and guests are always welcome to give opinion (but Rudder only votes). All meetings will be efficient and respectful. She reminded us that we are all parent volunteers, let's extend grace to each other. She then posed the question to the group: *Why are we here?*

Responses included:

- to fill the gap from CPS
- to support teachers
- to be involved in the school
- to make the best montessori environment for our children to learn
- to bring everyone together to work to get stuff done (in a constructive way)
- to be more of a community
- to be able to enrich our kids experiences
- to be proactive
- our school benefits when everyone is involved

Kelly asked for a more concise catch phrase that might encompass these responses. "We don't want to change our mission statement, just be able to respond to requests easier throughout the year." Kelly asked if someone is interested in taking this on – suggested creating an acronym. Paula Houston-Allen will head this up.

**Approval of Minutes from May and August meetings**

Motion to approve May minutes, seconded, and motion approved.

- 11 approved, 0 opposed, 3 abstained.

Motion to approve August minutes, seconded, and motion approved.

- 13 approved, 0 opposed, 0 abstained.

**Principal's Report: Sarah Lord**

- Surprise Bengals player visit and school wide assembly today. 8 students asked questions during the assembly. Preselected 100 students for VIP lunch delivered from Larosas. Students selected because they are great models of leadership and school expectations. Bengals visitors said "we are the most polite school they have visited"
- Beechacres kindness assembly coming up on Friday. Students will all come to gym for mindful music exercises and then be divided into groups for kindness activities.

- We are noticing some of our students in 4, 5, and 6<sup>th</sup> grades are struggling to understand the Montessori philosophy. Question posed: can the SMPO help set up a support system for new families coming in?
- Over 100 families participated in our family feedback survey in the Spring.
  - 94 percent think Sands offers high quality academics.
  - 92 percent feel welcome to participate in our school.
  - Noted communication inconsistencies across classrooms, as a staff we are working to honor our teachers autonomy but be more consistent in communication.
- Report card came out – these were disappointing across the state however when reviewed across state, Mrs. Lord stated she feels better about the Sands report card.
  - 11 tests and Sands passed 8 of them
  - Our curriculum is aligned to standards and we feel good about focusing on 21<sup>st</sup> century skills.
  - Our big themes this year are relationship and rigor – staff signed up for different committees to focus this work. Committees are: innovation and rigor, communications, positive school culture, PBIS, and social committee
  - PD day tomorrow – teachers attending training on language arts PD and Schoology (question was: is Schoology replacing power school or in addition to? Response: in addition, for now).

## **Officers Reports**

### **Business Manager: Melissa Volck**

- Review of budget (attached).
- Sandbox sale was successful but we are evaluating if we will do again next year (we will do Spring sale) Clarification asked for the Sands sale – Melissa explained we haven't yet paid to sellers. Question: are lawn signs and banners reusable? Response was yes.
- Question regarding box tops – if expiring, please send in asap. We will send in a bunch in late October.
- Notice some teachers are turning in receipts so numbers are uneven. Request for forms to be updated on SMPO website.

### **Parent at Large: Tara Brock**

- Open house yesterday went well.
- Back to school picnic went well.
- Up next is Grandparents day in November. Times will be slightly staggered for 3-6 versus 6-12. All 3-6 students will be seated in cafeteria with instructional assistant (so 3-6 students will not be walking around unsupervised). Tara reached out to see if anyone can volunteer.
- On Oct 6<sup>th</sup> we will begin tours for prospective families.
- Drop in and play is on Wednesday mornings, please spread the word to encourage families to join.
- Public school walk-in day is Oct. 6<sup>th</sup> - , Mr. Barkly is performing and singing as children walk in.

**Teacher Reps: Sarah Fullen**

- Question regarding room parents – a sheet went home at beginning of the year but teachers are confused as to how assign room parents. Teacher Reps will work with teachers to assign/determine room parent. Sarah asked if she should email her staff to ask if they have room parents and if they don't she will help. This room parent is the liaison between SMPO carnival, directory, and the classroom.
- Coordinators asked teachers if they would like to continue the one big breakfast or should it be divided into smaller events for teacher appreciation. Krista asked can we align it with team meetings? Krista also suggests coordinators could attend the team meetings. Caitlin said this would be a good idea to attend one soon. Sarah will get dates from teachers for team meetings and will send to Krista and coordinators.
- Day before school breakfast went well, plan to include on the school calendar going forward

**Communications: Krystan Krailler**

- Always looking for help in graphic design and social media
- Open to new tools for communications, send improvement suggestions at any time.
- PBIS committee- has graphic design ready to go, how can we spread this school wide? Discussion followed. Krystan will follow up with plan.
- Always looking for photos – any parents that are photographers that can volunteer? Suggestion to check in with yearbook team – we purchased cameras for them last year, can we have yearbook children take these pics? Krystan will follow up.
- Please email or text to Krystan if you have any photos she can use at any time!

**Fundraising: Jana Stark**

- Sandbox – Jana expressed she felt disappointed in numbers, evaluating what we can do for spring. Discussion on marketing spring sale. Problems could be overlap of sporting events, other sales, etc. Many expressed gratitude to Jana and stated she shouldn't feel disappointed, it is a great event.
- Mt. Washington Creamy Whip Sands day is Sept. 24 – have to bring flyer that came home in backpacks, also on the SMPO website
- Mother/daughter PJ party – Oct. 8<sup>th</sup>
- Carnival – plans have started. It is on Oct. 29<sup>th</sup>

**Volunteer Coordinator: Paula Houston-Allen**

- We have over 200 people sending in volunteer forms
- Paula can send names directly to chairs, just let her know

**SEP Coordinator: Theresa Martin**

- Severe lack of space with the new preschool room. We are using the library several days a week. Would like to add more opportunities but we are lacking space.
- Scholarship – states we cover 70% but with prices rising we are no longer covering the full 70%, discussion followed on how to change wording or budget, this needs to

be brought up in spring during budget time. Discussion of which classes need more space and where we could place them.

- Sarah asked for teachers to have a schedule of who/what/where/when – Theresa Martin will follow up with her.

**Athletics: Chris Vockell**

- Soccer is great – discussion followed on wait list details. Spacing issue not coaching issue.
- Basketball registration is slim on girls (2-6 grades)

**Technology: Kathy O'Hara**

- Updates to website coming soon
  - Kathy and Melissa will also be coordinating ticket sales for future events on the website. They will be connected to square. Spirit wear will also soon be available online.

**LSDMC: Sarah Stitzlein**

- Principals report covered most but also the parent education night is coming up (9/28) No childcare – just for parents – covering Montessori math across all 3 age levels and touching on philosophy – maybe SMPO could assist with childcare for winter event? Also suggested reaching out to Allison Straud for childcare needs. Sarah Fullen will look into this.

**ILT: Craig Rozen**

- Principals report covered most but would like to add we looked at requests and recommendations of schedule change, schedule was amended and updated slightly. New schedule started this week.

**Old Business: none**

**New Business: Kelly Crantford**

- Reserve spending timeline – Kelly discussed \$5000 reserved spending and how historically we spent it in the spring. Asking teachers if they would rather have it now and should we use the mini-grant application process? Gina expressed the application process went smoothly, suggested the system remained. Teachers said it might be hard to decide now but it is a good conversation to begin. Kelly asked Sarah if she could get feedback from teachers to determine best timeline for grant applications. Caitlin Lavine will take it back to teachers and let Kelly know reponse.
- Scott LeCates asked for clarification on dual rudder positions. Has it been cleared through by-laws? Heather Gerker explained process how/why it happened and Kelly responded yes, it is cleared through by-laws.

**Meeting Adjourned at 8:40pm**