

PTO Board Meeting Minutes

December 8, 2020, 4pm

Present via Zoom:

Ross Ingram
Natalia Duarte
Jeanine Weiss
Lisa Zur
Karey Kluesner
Tiffany Stuckey
Stephanie Livshin
Dr. Woods

DISCUSSION:

Treasury Report.

All staff gift cards have been distributed. Natalia updated the budget to show ~\$4K that was in the Square account. Dr. Woods identified that the \$405 discretionary principal funds could be moved into the PTO discretionary funds line item. The new graphic tablets that were approved by the PTO (see attached Teacher Grant Proposal Request Form) have been delivered.

Old Business (updates)

Ask Drive: This will go live on Friday and will run through the end of the year. The goal is \$20,000. Letter templates will be finalized between Lisa and Ross and Lisa will work with Jason to get the drive up and running on the PTO website by Friday. One Remind and Robocall can be used during the drive. Natalia noted it would be helpful for people to become sustaining members. Jeanine, Natalia, and Lisa determine what can be done on FB regarding setting up individual donation pages and possibly a Colfax PTO donation page. Jeanine identify which businesses and organizations have donated to the past, for potential targeted fundraising requests.

Colfax Cookbook in lieu of Fiesta. Stephanie reported 10 recipes were submitted. She will work with Jason to post what she has after putting them in template form. These could also be included in the next Colfax Communicator.

The previous meeting there was a discussion about whether it could be helpful to use PTO funds for mental health resources for students and parents due to the additional stresses of virtual learning. Since then the District has opened the Mindfulness Cafe. It was noted that more on-line activities are often counter-productive due to the increased time everyone is already spending on-line. Dr. Woods mentioned that many parents ask her about learning pods. The PTO could consider an effort that would help parents connect to set up their own pods.

New Business

The PBIS Rewards teacher grant (attached) was approved.

The Colfax Librarian has some concepts for grants. Ross will work with Mr. Zelesnick on these.

NEXT MEETING:

TBD

Colfax K-8 Teacher Grant Proposal Request Form

Consistent with our bylaws, all grants for more than \$2,500 will be announced and reviewed at our Colfax K-8 Parent-Teacher Organization (www.colfaxpto.org) general membership meetings. Depending on the size of the grant request, the teacher or staff member(s) might be requested to discuss their proposal at one of these meetings. Please forward your proposal, or any questions in regard to preparing your proposal, to us at questions@colfaxpto.org.

Requestor Name. <i>Colfax Teacher.</i>	Requestor E-mail	Date of Request
Qualisha Zyhier Williams	gzyhierwilliams1@pghschools.org	11/24/2020
Program Title	Start (Need) Date of Program	Total Amount (\$) Requested
Graphic Tablet for 3-5 Teaching Staff	12/14/2020	\$508.64
Impact. <i>Include number of group(s) (level) of students including number of students.</i>	Itemized Expenses & Other Funding Sources. <i>Indicate all supplementary funding sources.</i>	
All Grades 3-5 students as these devices are expected to be leveraged by all Grades 3-5 teachers across all subjects.	XP-Pen G430S OSU Tablet Ultrathin Graphic Tablet \$30.00 per item (+ tax) \$508.64 total (for 16 items) Alternative funding could be pursued via Colfax's Building Funds.	
Brief Overview of Program		
Procure graphic tablets to give Grades 3-5 classroom teachers to help facilitate remote instruction.		
Justification. <i>What is the problem? How does this help solve that problem?</i>		
These technology devices will further assist in equitable and quality education in this virtual space. It allows teachers to write on PDF's and different documents on their computers. Teachers can underline text , write notes, as we are reading in real time. It's equivalent to a stylist and board. These are the strategies teachers use in brick and mortar with a SmartBoard, Elmo, or on a student's paper. It is extremely useful in small groups, as well.		
Goals & Objectives. <i>Include tangible outcomes and measurable results</i>		
Grades 3-5 teachers will be enabled to provide virtual instruction without relying on their personal resources. Grades 3-5 teachers will use this equipment in all of their instruction, both remote and in-person.		
Sustainability Plan. <i>Resource required after initial funds have been used? Expected duration of project? Maintenance (replacement) expectation of corresponding equipment?</i>		
No significant maintenance is expected or needs to be planned.		
Additional Details. <i>Provide any additional information that might help us evaluate our request. Include webpage links and cost-comparison to similar items.</i>		

XP-Pen G430S OSU Tablet Ultrathin Graphic Tablet 4 x 3 inch Digital Tablet Drawing Pen Tablet for OSU! (8192 Levels Pressure), listed at Amazon.com:

https://www.amazon.com/Ultrathin-Graphic-Digital-Drawing-Pressure/dp/B01BA6XQI0/ref=sr_1_3?dchild=1&keywords=xp+pen+430s&qid=1606059798&sr=8-3

Staff has reviewed alternatives and selected these as an affordable, capable and high quality option. Upon experience at the Grades 3-5 level, additional purchases will be considered for other grade levels.

Unanimous approval by PTO Board (e-mail) vote on November 28 - 30, 2020.

Voted to Approve. 8 (of 8). Jeanine Weiss, Lisa Zur, Tamara Sanders-Woods, Natalia Duarte, Karey Jo Kluesner, Stephanie Livshin, Tiffany Stuckey, Ross Ingram

Voted to Disapprove. 0 (of 8).

Abstained votes. 0 (of 8).

Order will be placed by the Colfax K-8 PTO and have webcams delivered to
Pittsburgh Colfax K-8
Attention: Dr. Tamara Sanders-Woods
2332 Beechwood Blvd
Pittsburgh, PA 15217

Colfax K-8 Teacher Grant Proposal Request Form

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Requestor Name. <i>Colfax Teacher.</i>	Requestor E-mail	Date of Request
Qualisha Zyhier Williams	gzyhierwilliams1@pghschools.org	11/24/2020
Program Title	Start (Need) Date of Program	Total Amount (\$) Requested
Colfax K-8's PBIS Rewards Software	12/14/2020	\$1535.74
Impact. <i>Include number of group(s) (level) of students including number of students.</i>	Itemized Expenses & Other Funding Sources. <i>Indicate all supplementary funding sources.</i>	
All Colfax K-8 students and staff.	\$500.00 PBIS Rewards service base fee \$1.95 PBIS Rewards per student fee (798 students) Subtotal \$2,056.10 Prorated Discount -\$520.36 Total \$1535.74 (based on 798 students) Alternative funding could be pursued via Colfax's Building Funds.	
Brief Overview of Program		
PBIS Rewards is a Software-as-a-Service solution that provides automated schoolwide PBIS management system.		
Justification. <i>What is the problem? How does this help solve that problem?</i>		
Colfax K-8 teachers and staff implements Positive Behavioral Interventions and Supports (PBIS) program. The PBIS Rewards will be utilized to help teachers' and staff's efforts to incentivize student engagement, involvement, and positive recognition. Staff has experiences leveraging this software in her previous school both in brick-and-mortar and virtual environment. The outcomes were noted to be "phenomenal" in both settings in incentivizing student engagement, involvement, and positive recognition.		
Goals & Objectives. <i>Include tangible outcomes and measurable results</i>		
The PBIS Rewards program will be used with a separately funded virtual store to excite Colfax K-8 students and motivate them to participate in virtual learning.		
Sustainability Plan. <i>Resource required after initial funds have been used? Expected duration of project? Maintenance (replacement) expectation of corresponding equipment?</i>		
The service must be renewed yearly.		
Additional Details. <i>Provide any additional information that might help us evaluate our request. Include webpage links and cost-comparison to similar items.</i>		

Positive Behavioral Interventions & Supports (PBIS) Rewards Service Proposal. See attached. Proposal Number v101874, Dated 11/23/2020. www.pbisrewards.com

PBIS Rewards is a Software-as-a-Service solution that provides an automated schoolwide PBIS management system. Our system simplifies the implementation and tracking of the PBIS framework within a school. With PBIS Rewards, school administration can clearly see how teachers are utilizing PBIS and how PBIS is improving school culture.

*PBIS ... is an evidence-based framework used by schools to improve school culture and student behavior, promoting a safe environment for learning. PBIS is based on several decades of research by major universities across the country. A key aspect of PBIS is focusing on more **positive behaviors** and less on negative behaviors. You can learn more about PBIS on our "[What is PBIS](#)" resource page.*

Unanimous approval by PTO Board (e-mail) vote on November 28 - December 5, 2020.

Approve. 6 (of 8). Lisa Zur, Natalia Duarte, Stephanie Livshin, Tiffany Stuckey, Ross Ingram, Tamara Sanders-Woods.

Disapprove. 0 (of 8).

Abstained. 2 (of 8). Jeanine Weiss, Karey Jo Kluesner