

## **PTO Community Meeting Minutes**

February 10, 2021, 4:45pm

Present via Zoom:

Board members:

Ross Ingram

Lisa Zur

Natalia Duarte

Karey Kluesner

Kuei-o Lin

Stephanie Livshin

Dr. Sanders Woods

Plus Assistant Principals Murphy and Zyhier Williams, two Colfax staff, and four community member participants.

DISCUSSION:

### **Membership Vote**

On January 31, 2021 and February 7, 2021 the General Membership was informed of a planned vote on whether to approve a \$4300 expenditure for science kits to enhance virtual/hybrid learning. A vote was taken and the item was approved unanimously. The approved teacher grant request is included as part of these minutes.

### **Treasury report**

The latest treasury report was reviewed and will be posted on the PTO website. Natalia announced that Colfax received \$4500 in corporate matching funds from some Ask Drive donations. Kuei-o and Natalia sent thank you letters to all those who donated \$250 or more.

### **Old Business**

Ross identified for information that expenditures of ~\$500 for PBIS Rewards Store were approved by the Board since the last meeting. This was done under the original approval for the PBIS software, which was authorized for \$1500 but came in closer to \$1000.

A big thanks went out to Jason Dancisin for the new and improved PTO website! It is now mobile friendly and looks great.

Ross has also posted an update to the Colfax Handbook.

Regarding the Amazing Books and Records fundraiser, Lisa recommended and others agreed to hold off on this until next year.

On the remaining Party 4 Play class basket/casino items, Lisa will contact Cindy Chepanoske and next steps will be discussed at the next meeting.

### **Upcoming Activities**

The Colfax Communicator is being prepared by Jeanine.

Ross discussed the Colfax K-8 PTO Election for the 2021-2022 school year. Nominations and a voting for President will occur on April 21, 2021 and nominations and voting for Officers on May 12<sup>th</sup>. Ross noted that he has served as President for two years and his tenure will end per the PTO bylaws. Parents interested in serving and learning more about the responsibilities are welcome to contact Ross.

### **New Business**

Community Book Drive. Stephanie will contact the parents who suggested this item and we will discuss further at a subsequent meeting.

Karey presented an item to consider for Black History Month which would use the \$1000 PTO budget line item for field trips to pay for family and/or teacher access to a Prime Stage Theater virtual play on Sojourner Truth. The play is targeted to Grades 5 and above and runs February 12-26. It is \$5 per family for access for a 24-hour period, or ~\$20 per teacher for use in a virtual model. They have the ability to provide an access code that could be shared with families and allow up to whatever number of families an organization wants to provide access.

There was general agreement that providing family access would be good. Ms. Zyhier Williams said that she could use Colfax social media to reach as many families as possible once plans are settled. Ms. Murphy asked to discuss this with the middle level and 5<sup>th</sup> grade teachers to gauge interest and whether it could even fit it in with their already planned Black History Month activities. Ms. Murphy will follow up with Karey and Karey will take the lead to finalize the plan and work with Prime Stage Theater on access.

The meeting was adjourned at 5:30 pm.

### **NEXT MEETING:**

April 21, 2021

# 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](http://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](mailto:questions@colfaxpto.org).

<b>Requestor Name.</b> <i>Colfax Teacher.</i>	<b>Requestor E-mail</b>	<b>Date of Request</b>
Venneasha Davis	<a href="mailto:vdavis2@pghschools.org">vdavis2@pghschools.org</a>	1/25/2021
<b>Program Title</b>	<b>Start (Need) Date of Program</b>	<b>Total Amount (\$) Requested</b>
Grades 3-8 Science Kits	2/10/2021	\$4231.00
<b>Impact.</b> <i>Include number of group(s) (level) of students including number of students.</i>	<b>Itemized Expenses &amp; Other Funding Sources.</b> <i>Indicate all supplementary funding sources.</i>	
Colfax 3-8 students and science teachers.	\$8.39 per student cost (504 students)  Alternative funding could be pursued via Colfax's Building Funds.	
<b>Brief Overview of Program</b>		
"Science in a Bag" (science kits) will be used to supplement the Colfax 3-8 science curriculum through an inquiry-based hands-on learning approach.		
<b>Justification.</b> <i>What is the problem? How does this help solve that problem?</i>		
Although Science kits are a consumable purchase, the Colfax staff believes that the knowledge and experience gained will have a lasting impact on student learning and engagement. Colfax science teachers want students to enjoy science as much as (or more than) their other classes, but student engagement and excitement in the sciences generally lags behind and especially so during remote learning. Once bags are completed for each grade level, they will be distributed for pickup at Colfax so that students have access to their own hands-on materials. If families are unable to pickup these materials, then Colfax staff will deliver directly to students so that all students have access to hands-on inquiry based lesson materials.		
<b>Goals &amp; Objectives.</b> <i>Include tangible outcomes and measurable results</i>		
Increase and promote student engagement in science in both virtual and in-school learning settings.		
<b>Sustainability Plan.</b> <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 based on continued interest.		
<b>Additional Details.</b> <i>Provide any additional information that might help us evaluate our request. Include webpage links and cost-comparison to similar items.</i>		
The proposed science kits will enable students to be able to build circuits, test magnetism, create a basic motor, design and build the Rube Goldberg Machine, make bath bombs, create a recyclable roller coaster, create recyclable vehicles, and more.		
<b>\$2500 request requires community vote approval per Colfax K-8 PTO's bylaws</b> <a href="https://colfaxpto.org/files/colfaxpto_bylaws.pdf">https://colfaxpto.org/files/colfaxpto_bylaws.pdf</a> , dated 3/9/2016). Principal Approval. Tamara Sanders-Woods. 1/28/2021. Approved. 10 (of 10 present at 2/10/2021 General Membership Meeting). Disapprove. 0 Abstained. 0		

## **GENERAL MEMBERSHIP ANNOUNCEMENT.**

**Subject:** General Membership request to approve new \$4300.00 expenditure for “science kits” to enhance virtual/hybrid learning.

**Action:** By 2/9/2021, complete review and submit comments on Grant Proposal Request ([president@colfaxpto.org](mailto:president@colfaxpto.org)) to facilitate vote at our Colfax K-8 PTO’s general membership meeting on 2/10/2021.

**Description:** The proposed science kits will be distributed to more than 500 of our students in Grades 3-8 (approximately \$9 per student) with the specific intent to enhance the virtual/hybrid learning experience. Our Colfax science teachers use these kits to enable their students to build circuits, test magnetism, create a basic motor, design and build the Rube Goldberg Machine, make bath bombs, create a recyclable roller coaster, create recyclable vehicles, and more. Once bags are completed for each grade level, they will be distributed for pickup at Colfax so that students have access to their own hands-on materials. Colfax staff will deliver kits to students whose families are unable to pick up these materials so that all Grades 3-8 students have access to hands-on inquiry based lesson materials. See attached “grant proposal form” for more details.

Quite a few of our usual expenditures (approved in our Colfax K-8 2020-21 Budget) will not be executed this year due to the impacts of the ongoing pandemic. In particular, this expenditure ultimately redirects funds previous budgeted to support our Grades 3+ students to this enrichment initiative.