**Matoska International Parent Board – School Year 2013-2014**

**Meeting Minutes – January 14, 2013**

**Introduction**

The meeting began at 6:20 p.m.

**Previous Minutes**

The December minutes were unanimously approved.

**Secretary’s Report**

* Please send Courtney the specific activities with each event you have lead or helped with. The intention is to understand exactly what is needed for each event so we can organize more effectively when they are repeated (and possibly recruit more volunteers if they know what is needed and the time/effort required).
* Possibly a shared site to store documents, flyers, etc. Jill to check it out.

**Treasurer’s Report – John Rogers**

* Savings balance per bank statement as of 12-31-13 is $24,098.19
* Checking balance per bank statement as of 12-31-13 is $5,209.42
* Year-to-date income is $24,581.59 and expenses are $13,596.32 (as of 12/31)
* Three checks over $500.00 were written and submitted without a second signature. It was noted that the policy requires two signatures for any checks over $500. John Rogers presented the PTO with documentation of the checks which were written for Ashland Productions and for the Chip Shoppe fundraiser along with the bank statements showing all three checks. The PTO reviewed the documentation and voted to approve the purchases made with the three checks.

The board unanimously approved the Treasurer’s Report.

**Teacher Report**

* New addition been great!
* 5th grade getting ready for exhibition – students build a planner and explore interests, form groups, develop presentation, work with mentors, find action.

**Principal Report**

* Most of addition complete
* Slowly transitioning to full use
* New arrival/dismissal policy on Monday, things are going well
* Community Ed is working on getting things scheduled in the new addition
* MAP testing is coming up
* Lots of tours going on! Families can register for school the year ahead but can always do tours.
* Report cards – district is looking at modifying the progress reports. Communication preference? Written and video to reference. Standards guide would be very helpful as well.
* Questions on new format
  + What are metrics on behavior marks?
  + Is there opportunity to put “exceeds expectations?”
  + What does “Partially Meeting Grade Level Standard” mean? – Does that mean student is on track for that portion of the year or does it mean they are partially on track? Definition needed for parents to understand and action on.
  + Potential to move music & PE to semester grading. Consensus is that this group would be fine with that change as long as any students with “needs improvement” status be communicated prior to half way through the year.
  + Modified grade- could be kids in other levels outside of standard age grade. Demonstrates standards at modified level based on that particular student’s needs and circumstances.
  + Ensure new format allows for teacher comments.
  + Conference timeline – thoughts on meeting in October or November? Board all agreed earlier conferences are good to make connection with teachers but overall it would be nicer to have more time with teachers to discuss report cards.
* New student teacher from Barcelona. She is adjusting well and some Matoska families have volunteered to provide housing.

**Activities Update**

**Carnival**

* Meeting coming up, make note of Bear Power initiative (no sugary drinks).
* Alternative for pop toss game? Carnival committee to discuss.
* Heidi Christopherson still looking for a co-chair to lead the carnival planning.
* Many volunteers still needed for the carnival planning.

**Read-A-Thon**

* Feb 7-21, coincides with the Olympics
* Book character day Friday before
* John will dress up as Olympian if they meet the goal ☺
* Gift cards for Half Price Books as incentive
* Announcements on daily basis to help encourage and keep momentum going

**Kindergarten Registration Night**

* 5:30 Thursday 01/16

**Open House**

* Jan 28 after school
* Angel will work with Cami to see if we have enough time to get prizes for a scavenger hunt.

**Fundraising**

* Chipotle night- Angel will talk to Cami to determine when and which restaurant
* Explore idea of having shirt sales – examples at conferences, open houses, etc with some proceeds going to Matoska

**Buzz Sheet Ideas**

* Pictures from Movie Night
* Article featuring each new part of the school – Sarah Trainer had some 5th graders do tours. Possibly have 5th graders write.
* Action Committee article

**Plant Sale**

* A couple of parents would like the plant sale back at Matoska.
* In order to be successful, we would need a strong parent organizer.
* In past, the proceeds went to camp, so it would be 3rd grade parents to raise money for next year’s camp. Cami can reach out to 3rd grade families for volunteers to spearhead fundraiser.

**Meeting Ended at 8 pm.**

**Attendees**

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| **Board** | **Staff** |

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| --- | --- | --- | --- |
| Becky Richnofsky (Co-Chair) |  | John Leininger (Principal) | X |
| Heather Gysbers (Co-Chair) | X | Kirsten Duoos (IB Coordinator) |  |
| John Rogers (Treasurer) | X |  |  |
| Courtney Gibbs (Secretary) | X |  |  |
| Jill Harding | X |  |  |
| Angel Fleming | X | **Others in Attendance** |  |
| Sonya Zuker |  | Angela Bianco | X |
| David Miller | X |  |  |
| Jodi Hawkins | X |  |  |
| Jessica Ellison | X |  |  |