

Carlos Gilbert PTK Meeting Minutes January 23, 2019

Attendees: Sara April, Cindy Matsushita, Brintha Nathan, Kristen Ivanick, Kathy Primm, Michael-Ann Perea, Rachel Meiklejohn, Dan Guevara, Kate McCarthy, Jill Hutchinson-Bass, Sarah LeBlanc, Kim Pietrocci

Budget

- We haven't paid *all* grade-level programming yet, but majority has been paid.
- Wrote off uncashed stipend checks.
- No spring fundraiser needed, as budget is healthy.
- No PTK hoodie sales this spring due to less interest with abolishment of uniforms. CGE t-shirts are always available for sale in the front office.
- Grade-level program providers need to fill out W-9 forms for CGE to issue 1099s to be in compliance with IRS requirements.

Funding Requests

- Basketball Uniforms – PTK approved \$1700 dollars for reusable uniforms on November 28, 2018. The cost is now anticipated to be \$2200 total. For any expenses requested over \$1700, teams should try to raise money from parents before coming back to ask PTK for more money.
- Kim Pietrocci: \$500 stipend for Bernadette. Bernadette doesn't make a high enough salary for the responsibilities that she manages. \$500 stipend proposed for extra work done with office management. PTK has given to Bernadette in the past, and only gave her \$25 for Christmas this year. Kristen moves to vote. Kathy seconded. All voted in favor. \$500 approved.
- If there are any other faculty members that do more than they are paid for, we welcome funding requests.
- Teacher funding request forms will be moved to more obvious spot on Bernadette's desk.

Grade Level Programming

- Contracts for grade-level programs will be issued in the future. Sara will draft contract and policy.
- Kindergarten: Yoga has been paid for and first semester completed. CGE signed up for 36 weeks, yet the yoga organization is claiming it was 36 sessions (three 20-minute sessions per week). They won't respond to Sara's phone calls or emails and haven't shown up for second semester. A certified yoga-teacher parent will take over teaching for second semester.
- 3rd grade: Fish eggs are in the tank and aquaculture program has begun. We will once again pay for the dissection in the spring. Mrs. Coon has made sure it's all set so it will continue seamlessly after she goes on maternity leave.
- 4th grade – NDI invoice has been paid.

- 5th grade – Teachers are looking for something different for 5th grade next year. Wise Fools is expensive and not as much has been gained by students in recent years. Georgia O’Keefe museum might be interested in collaborating with 5th graders on an art program. Also Santa Fe Conservation Trust Passport system might be worth looking into. It is a nice program, but only one event per semester.
- 6th grade – First cooking class today.

Standardized Testing Update from Kim Pietrocci:

- PARC testing: Governor has signed executive order to eliminate PARCC testing. Schools will instead give Transitional Based Assessment. This will be 30% shorter than PARCC. This will be effective immediately, for this school year. CGE used to test one session a day for two weeks. Now test sessions will be limited to 5 – 6 sessions, and sessions will be shorter. SFPS may change testing again in the future, but some form of testing will be required to stay in compliance with federal laws. Testing will occur at the end of April.
- Short-Cycle Formative Testing will remain in place. These guide teaching to see skill gaps.
 - MAP: Twice a year. Tested for math grades K-2. Tested for ELA and math grades 3-6. MAP is multiple choice and computer adaptive (gets harder or easier based on responses) and directly and immediately informs instructors of knowledge gaps. (Versus PARCC which consists of short written-response questions and is only taken at the end of the year. PARCC tests grade-level knowledge only and is taken to meet the federal mandate.)
 - IStation – K-2 for reading. 30 minutes. Might be extended to other grades in future.

Book Drive and Summer Reading

- Kate McCarthy would like take-home reading materials for kids over the summer. She can submit a funding request for these books. Scholastic has comprehension packages ranging from \$7 – 20.
- PTK will run a book drive and establish a Give-a-Book and Take-a-Book area in the lobby. Sarah LeBlanc will place two rolling racks in lobby and start with a book drive. Once books are organized, they will be available for students to take and exchange for new books.
- Kate also wants to revamp the Blackhawk reading lists to get bigger prizes once per month, like a kindle reader or Beehive gift certificate.

Other Items Discussed:

- Cell phone policy: Cell phones should be off and away during school hours. Phone will be taken away if they are used during school hours.
- Kate Tompkins, Nurse Assistant, will be the long-term sub for Ms. Coon. Kim is in process of interviewing for a new Nurse Assistant. There are great candidates: HR is currently reviewing.
- Gagaball supplies are at the school. Build Day, January 2nd, was snowed out. It will be built when the snow melts.
- For Valentine’s Day, the Student Council will sell and deliver lollypops with messages for one week. Probably will be sold for \$1.

- Teacher representatives were asked if it would be helpful for Sara to attend staff meetings. Kate McCarthy stated that now that teachers attend PTK meeting regularly, all teachers are more informed and visiting the staff meeting is not needed.
- Teacher representatives agreed that Michael-Ann can put teacher stipend checks in mailboxes, rather than hand delivering.