

PTO General Meeting Minutes
Thursday, October 16, 2014 6:30pm-8:00pm

1. Welcome and Introductions – Gina Thompson & Melissa Gomsrud

Introductions – approximately 30 people were in attendance.

Everyone was reminded that if they are not receiving the PTO eNews to please subscribe. The link is available on the front (right hand column) of the Charlemagne Elementary School website (<http://charlemagne.4j.lane.edu/>)

2. Principal's Report – Eric Anderson

Principal Anderson began with relaying that he loves being at Charlemagne and that the students and the staff are fantastic. He believes the school atmosphere is terrific.

He planned to address the following topics: staff and fundraising, what is immersion and the secretary situation

- Staffing and fundraising

This year the PTO will not be asked to fundraise as much in order to fund staff positions. He believes that there has been lots of worry and concern about fundraising and questions about where the dollars go. His experience at Roosevelt, where they faced significant cuts while he was principal, was that the focus needs to be on how much fundraising is fair and reasonable. He noted that they were able to find creative solutions to fundraising issues and maintain the core values.

There has been a concern/fear over the budget and staffing levels that has led to increase in fundraising pressure. But, the news is getting better because the budget is improving and there is a three-year agreement with the teacher's union, which will reduce some of the pressure.

A chart explaining the current staffing levels was provided.

Staff Name	General Fund	EEF	ESS	Targeted	Custodial	Total Hours
Erica Goulding			3.5	2		5.5
Quena Keis	3.385	0.499		1.116		5
Kurt Lovinger					8	8
Travis Van Horn	6					6
Heather Perry	8					8
Rob Potter					4	4
Jeanne Walrath	5.5					5.5
Total Classified	22.885	4		2	1.116	12

1 hour Classified = \$6,673 + \$667 = \$7,340
 Targeted = \$7,445
 Used Targeted = \$7,445
 EEF Needed = 4 x \$7,340 = \$29,360

Elise Fischbach (K)	1			1
Aurelie Noble (1)	0.5			0.5
Sara Roadman (1)	0.5			0.5
Erika Wolf (1)	1			1
Robin Chappell (2)	1			1
Kim Pash-Bell (2)	1			1
Ariel King (3)	1			1
Michele Jensen (3)	1			1
Jana Kincaid (4)	1			1
Shelli Hopper-Moore (4)	1			1
Carrie Grabowski (5)	1			1
Adrienne Carlson (5)		1		1
Art Bertch			0.2	0.2
Total Certified	10	1	0.2	11.2

1 FTE Certified = \$101,050 + \$10,105
 EEf Needed = \$111, 155 = \$111,155

TOTAL EEf NEEDED = \$140,515 (includes 10% equity fee)

Last year, fundraising was responsible for providing 4 hours a week of classified staff and 1 FTE for teachers (one full time teacher). This resulted in a target of \$140,000. There was also additional money for Amity Interns.

This year the number of Kindergartners that 4J counts has increased (60) which has resulted in a projected increase in funding from the district. Also, the 5th and 3rd grade are “bubble” years – meaning they are fewer students resulting in a lower funding level but that should improve.

A question was raised regarding why we are not able to fill the upper grades since there are students on the wait list. It was explained that additional upper-level students could not be enrolled because the School Choice rules require that the next student on the list be taken and that is often a kindergartener. There is no capacity to take additional kindergartners. Eric and the other Immersion school principals are raising this issue with the Superintendent’s Cabinet. All agree that there needs to be a system but that the current system is not working. Eric noted that the Immersion principals are meeting to create a master plan about who we are and what we do. The School Choice selection process is a School Board level change.

Eric noted that a fundraising goal of 110k is generous and puts us in the right position. If we fundraise more, there are certainly things that we can spend it on including computers and art and music. But, he noted that he has heard from many parents that the fundraising has been in your face and that parents have declined to send their children to Charlemagne or left the school because of fundraising pressure.

Eric wants to protect instructional time. There will not be assemblies for assembly sake and students don’t need to feel like they need to save the school. Some key fundraisers this year are the Direct Drive, the Book Fair, the Math Madness, trot de France, and the Silent Auction.

The issue was raised about how to best provide the fundraising information to the parents. The PTO does not want to overwhelm the eNews and the question was whether Facebook or Flyers would be preferable. A discussion occurred about the usefulness of the PTO’s Facebook

page. A suggestion was made that it be made more interactive. There were comments that the eNews may be the most appropriate vehicle.

There are other viable fundraising opportunities. However, the goal consolidate fundraising effort, be respectful of the differing ways families give to Charlemagne, and minimize impact on instructional time.

- What is immersion

The next topic was “what is immersion.” Eric passed around a handout regarding the different immersion models.

Full Immersion (one way –means mainly native English)

100% French K-1
80% French 2nd
70% French 3rd
60% French 4th
50% French 5th

OR

50/50 program

Partial Immersion (one way)

Typically less than 50% taught in partner language and usually focuses on one or two content areas

Self Contained – One teacher teaching both languages

Side by side – Two separate classrooms

Double Immersion – Instruction in two non-native languages

Two way (or Dual) Immersion – 20 – 50% of students non-English speakers.
Amount of language time varies by programs and grade levels.

Full immersion is most often a model that involves mostly native English speakers who in K-1 are taught 100% in a foreign language and then the percentage decreases over the upper grades until there is an approximately 50/50 split in 5th grade. There is a split as to whether a 50/50 program in all grades is full or partial immersion. Partial immersion also involves mostly native English speakers who are taught less than 50% in a foreign language. It can be self-contained (meaning one teacher in both languages) or side by side (two separate classrooms). Dual Immersion is when 50% of students are non-English speakers. The amount of language varies by programs and grade levels.

The issue was raised regarding full day kindergarten. The state has mandated that there will be full day Kindergarten next year. There is no current space for a second Kindergarten. Eric noted that there are a few different options: put in single portable, replace the existing portable with a double portable, build another quad onto the building (which Eric has been informed is feasible even given the limited time frame), and move the school to another location.

These options are board level decisions but Eric wants to get input from parents regarding our preferences. Eric was clear that it is premature to approach the district or board with concerns/preferences. Eric would like to see buses at the school and acknowledged that a new location might make the school more accessible and buses more practical but acknowledged there is significant history with the current building. The cheapest option is to move, next is portable and the most expensive is to build onto the current building. Eric has asked the Superintendent to let him know when Charlemagne PTO/parents can begin to provide input. (Have Eric prof this section as I'm uncertain about the numbers...)

Returning to "what is immersion," this is an ongoing discussion with the staff and they are attempting to articulate what we teach in French and English. There is a team called FLAT headed by Sara Roadman that is attempting to address this issue and the issue is being address at staff meetings and on professional development days. Eric noted that this is a sensitive issue and he cannot provide a timeline for when a plan will be provided because it depends on delicate conversations and the staff needs opportunities to have these conversations in a safe environment. He noted it would be nice to have it done before the end of the school year but it may not be possible. A concern was raised about current level of French instruction. Eric noted that he understands the need for French instruction and that the staff needs to work together and go forward together on this issue. He said some grades are at 30% French. The 5th grade is pushing math in French. He understands the concerns about Roosevelt – there is a question about whether we are setting up students to be successful if we don't teach enough French but we also can't leave students behind in math because we are teaching in French.

A question was raised about why it is so hard to get French-speaking teachers. Eric noted that attempts were made to recruit on a national level but there was not a significant response. Oregon is not an extremely attractive market. Also, many teachers trained in French are trained for middle or high school not elementary school and there is a difference between elementary school and upper grades.

An issue was raised about whether incoming parents were given sufficient information about Charlemagne during the School Choice process. Eric indicated that we are trying to do so. Feedback is welcome.

An issue was raised about the curriculum. Eric explained that French curriculum was on its way. Credit goes to Sara and the FLAT team for selecting French curriculum. This will give teachers research based curriculum to use instead of trying to create a curriculum in French from scratch.

- Secretary update

Eric indicated that they had great candidates apply for the position, over 20 people applied and 5 people were interviewed. He is in the process of checking references and completing the process and hopes to be moving next week toward hiring.

3. *Site Council Update – Shannon Tom greenietom@gmail.com 5 minutes*

Bob Chandler chandler@tactics.com

Lisa Ghandour hassanandlisa@yahoo.com

A general overview of Site Council was provided – it is a decision making body made up of all the stakeholders at the school (teachers, classified staff, parents) and is mandated by the staff. Three parents are elected to serve. They represent us and if there are issues or concerns, you can email the elected representatives (emails above). The meetings are open to the public and the minutes will be posted after the meeting (<http://charlemagne.4j.lane.edu/site-council/>).

In terms of the current issues facing Site Council, they are discussing many of the issues raised by Eric. Shannon noted that they have taken a brief look at test scores and the English reading scores are outstanding and math is good overall. But, the results show some subgroups need help and the question is how do we get them help.

4. *2014/15 PTO Budget Report -Treasurer – Sabrina Parsons 10 minutes*

The treasurer, Sabrina, was not present but a very preliminary budget was provided. Some of the projections were based on last year's fundraising target not this year's lower number. It was emphasized that these are preliminary numbers and at the next meeting, more final numbers and a more precise explanations will be provided.

5. *Volunteer Update*

Kathy Gregory is the volunteer coordinator. Every event has a person in charge of it and her job is to assist that person in making sure that there are enough volunteers for the event. The volunteer board in the office will have signups for the next two to three events on it. The volunteer board will also include cafeteria and other areas that need regular volunteers. Volunteer coordinator, Kathy, has created nametags for regular volunteers. She welcomes comments and suggestions and is open to ideas.

All volunteers should check in with the office before volunteering. There is a place to sign in.

There is a current need for additional parents to assist with the health care screenings, volunteers for book fair and people to bring food for teachers during conferences. To help with dinner for teachers during conferences – please contact Gina or Melissa directly.

Amy and Kim will bring snacks to the next PTO meeting.

6. *Teacher's Report - Robin Chappell*

Robin Chappell is the teacher representative this month. He noted that it has been a really good year. There is a different ambiance and a very positive atmosphere.

He noted that we reminisce a lot about how much French was spoken previously but does not believe it is fruitful to talk about percentage of French in each classroom. He is hopeful that the leadership will make a big difference in how we approach things.

For this year's conferences, we are using a different platform (SignUp Genius), which will roll out via email. There is hope that parents with multiple students will be able to schedule first. He noted that these are goal setting conference so conferencing with every teacher may not be possible. It is the teacher's opportunity to learn more about the child and that will be shared that teaching partners.

7. *Committee Reports*

a. Fundraising

1. Book Fair – JoAnn Hoffman & Natalie Reeves

Book Fair set up is Wednesday the 22nd from 8:30-10:30. The student preview is Thursday and they will come home with a wish list. Friday the 24th is the grand luncheon and opening day. There are multiple volunteer spots on Friday and Saturday (the 25th) and during conference days. They also need someone to wear the Clifford costume on Saturday. Sign up for volunteer slots at SignUp Genius:

2. Occasional Restaurant and Business Fundraisers – Bob Chandler

We are working on restaurant fundraisers – looking to find restaurants that provide a sufficient fundraising opportunity (where they provide a donation or percentage of profits for eating at the restaurant on a particular night) and that we can promote so that the fundraiser is worth it. Bob is doing the initial work to identify potential restaurants. He is hoping to get more information and provide a calendar and get feedback. He will also be looking for assistance to promote the events. A possible new source of fundraising was food carts.

3. Poinsettia & Wreaths – Alice Webb

Alice Webb is in charge of the poinsettia fundraiser. Flyers should have gone home by the 17th. Orders are due by October 27th. Delivery will take place on December 5.

**** At this point the meeting was overtime****

4. Holiday Trees – Larisa Lilles

not covered

5. Box Tops, eScrip, Target, Amazon Smile, etc. . .

Brief mention was made of Amazon Smile. We are set up on Amazon smile and if you buy through amazon using this link, you can choose Charlemagne and it will get a percent of the sales. Check out:

<https://smile.amazon.com/>

b. Green Schools/Garden Club – Tabatha Andrews

not covered

c. Esprit de Corps –

not covered

d. Stand for Children – Sabrina Parsons

not covered

Not covered agenda items will be first at the next PTO Meeting on Thursday, November 20th at 6:30pm.