



**PTO Meeting Minutes**  
**Thursday, October 3, 2013**

1. Welcome PTO Executive Board
  - a. Meeting was brought to order at 6:06 p.m. by Michelle Sosa. Meeting attendees include PTO Executive Board Members Michelle Sosa, Melinda Arnold, STEM Launch Administration Kellie Lauth, Jim Palmer, Martin McCarthy, Carrie Romero-Bruegger.
  
2. Updates from the Principal Kellie Lauth
  - a. Wings over the Rockies – Oppenheimer Funds provided funding for Math Midway for each student at STEM Launch, an out of school field trip, which pays for transportation and lunch for students. Great field experience for kids. The trips will be split by grade levels.
  - b. PBIS is underway for the school with partnership from many parents.
  - c. Problem Based Learning activities that are planned or have recently occurred:
    - i. 6<sup>th</sup> graders – sound waves
    - ii. 7<sup>th</sup> graders- heat exhaustion and thermal energy transfer
    - iii. 5<sup>th</sup> graders – childhood obesity, partnering with Denver Museum of Nature and Science, promotes fitness and nutrition amongst kids
    - iv. 4<sup>th</sup> graders – wildfires in Colorado, NWH Global Engineering
    - v. 3<sup>rd</sup> graders - flood mitigation
    - vi. 2<sup>nd</sup> graders –erosion
    - vii. 8<sup>th</sup> graders, 1<sup>st</sup> graders and Kindergarteners – all in planning stages
  - d. Discovery Education – provides certain grade levels online textbooks
  - e. Music grant for 4<sup>th</sup> and 5<sup>th</sup> graders – which the school will purchase smaller instruments rather than using the larger instruments in the school.
  - f. Testing 53 children for Gifted and Talented next Monday and Tuesday, the majority of children were recommended by staff.
  - g. Random Acts of Kindness
  - h. Student Leadership – 8<sup>th</sup> graders wear royal blue polos (earn their shirts), serve as role models nominated solely by staff within the building.
  - i. Club Rush – afterschool enrichment (3:30-5:30pm) Week of October 21 will be 'Rush'. Information will be sent home in advance. Topics may include reading clubs, coding, rocketry, etc.
  - j. Teacher/Parent conferences – Thursday, October 10 form 8am-8pm

3. Updates from the PTO President

Michelle Sosa

- a. The PTO planned 'stacked' Fundraisers at the beginning of the school year intentionally. Students who participate are able to benefit from the rewards this school year.
- b. ABC Fundraiser – Kick off October 1 with ending date October 15. Quite a bit of research went into the planning of this initiative. Prizes are given by ABC as well as incentives designed by the PTO. Students are not aware of the PTO incentives yet, one of which is if a student sells 35 items or more they will be able to have lunch in a limo with Kellie.
- c. Teacher Appreciation – October 10
  - i. We are still in need of main dishes, salads and soups donated by parents. We would also like to have a few more volunteers during the day. Parents can still sign up [online](#).
- d. Scholastic Book fair is taking place all next week. Ms. Vogt is in need of volunteer assistance on October 10 all day long. If you are interested you can email her at [Carrie.Vogt@adams12.org](mailto:Carrie.Vogt@adams12.org)
- e. Dine Out night – Noodles and Co. - October 16
  - i. The participating location is off of 104<sup>th</sup> and Federal, 25% of proceeds will go back to PTO
- f. Box Tops
  - i. First Box Top collection began this week (October 1) and will wrap up in a month. Please turn in box tops to your child's homeroom teacher. There are PTO planned incentives by classroom. Each box top is worth \$0.10
- g. Trunk or Treat – October 25
  - i. Cars will be parked in main parking lot, parents can sign up to design an age appropriate trunk. If you are interested in decorating your car please contact [tinambode@gmail.com](mailto:tinambode@gmail.com)
  - ii. We are hoping for donations of Bags of candy, collections will be taken by class
  - iii. Admission fee of \$1 per student
  - iv. This is the first year and we do need support of parents and guardians in order to make this event a success.
  - v. We do suggest that parents stagger arrival times; if everyone comes at 6pm parking and other logistical challenges may occur.
  - vi. More information will become available on the website soon [www.stemlaunchpto.org](http://www.stemlaunchpto.org)
- h. PTO Bulletin Board
  - i. The Bulletin Board is located at the front entry of the school between the outside glass doors and internal doors. PTO Announcements will be available here as well as a collection spot for Milk Caps for MOOLA and Labels for Education.
- i. King Soopers Cards
  - i. Every time our school hits \$5,000 worth of reloads the PTO gets back 5%.

- ii. If you are interested in purchasing a King Soopers gift card see Cristina Rackliffe, they are \$5 each.
    - iii. The next re-load deadline is Saturday October 5, we are hoping to hit the \$5,000 mark so we can receive a check next month.
  - j. Santermo's Pizza
    - i. Through the month of October this restaurant will donate 15% of STEM Launch customer proceeds back to the PTO
    - ii. \*\*Melinda will upload the flyer to the website, the flyer must be presented at the restaurant in order for STEM Launch to get credit.
  - k. Bobby's Auto Body Collision Center
    - i. They will donate 10% of proceeds from STEM Launch customers back to the PTO
    - ii. If you are in need of body work for your car, please contact Michelle or Melinda and we will ensure we get the appropriate business card for proof that you are STEM Launch parent.
  - l. Email Newsletter
    - i. The email newsletter will be sent out monthly and will include updates, upcoming events and a spot for 'Needs' both school based and PTO needs. Please be sure to review the newsletter each time you receive it.
- 4. Speaker: **Office J. Mendez, STEM Launch Student Resource Officer (SRO), Thornton Police Department, "Street Smarts"**
  - a. Officer Mendez has been in the Police Department for 15 years, 6 as an SRO and is father of one.
    - i. One of his favorite trainings included training for Homeland Security and they did research on Adams 12 schools
  - b. Halloween Street Safety (Officer Mendez researched all of these common online sites searching for best and most update information):
    - i. CDC
      - 1. House and Neighborhood Safety
        - a. Parents recommended to attend festivities with children
        - b. If you do allow your children to go out without you, make sure they go with lots of other children (safety in numbers)
        - c. Avoid houses that are dark – explain to your children why they should stay away
        - d. Carefully cross the street
        - e. Don't like your neighborhood? Consider Trunk-or-Treat opportunities
          - i. STEM Launch Trunk Or Treat – October 25, Officer Mendez will be here with a decorated truck
          - ii. Trick or Treat – Carpenter Park Fields, October 19 from 6-9pm

2. Costume Safety
  - a. Make sure shoes are tied
  - b. Often children trip over longer costumes
  - c. Beware of open flames and tripping hazards
  - d. Masks and make-up often block eyesight or reduce peripheral vision
  - e. Use reflectors/glow sticks/flashlight/LED's – mix it up, very inexpensive way to be safe
3. Strangers
  - a. Older kids (high school) have been known to 'bag snatch' – make sure kids hold on tightly to their bags
  - b. Beware of older kids and adults that might startle or 'scare' your children
  - c. Make sure cell phones are charged before leaving
  - d. Children must have a plan (and have practiced) dealing with teens and adults trying to abduct them – working through potential situations with your children, teach them to advocate for themselves, give them the skills they need for certain situations.
    - i. Stop
    - ii. Get Away
    - iii. Leave me Alone!
  - e. Consider carrying a whistle – helps bring a level of confidence to the child and parent
    - ii. National Center for Missing & exploited Children (Child Abductions)
    - iii. American Academy of Pediatrics
    - iv. Mayo Clinic
    - v. Nation Fire Protection Association (fire safety for costumes)
- c. How are your children safe at school?
  - i. What is our school safety climate?
  - ii. 2013-14 brings new Administration, teaching staff and SRO. Using last years experiences, some things have been left the same and others have changed
  - iii. Safety at the school – current safety measures
    1. More vests for staff (increased staff visibility) – even wearing during the day at lunch, etc.
    2. Changes some building policies for visitors and the visitor management system (Raptor). Every person entering the building must be raptured in using valid state ID every time they enter the building.
    3. Increased supervision personnel

4. Standardized “go bags” – all bags have the same contents, help carry individuals through the first few hours of a crisis (17 bags within the campus).
  5. Upgraded phone system for whole building warnings
  6. Reworked hallway supervision and age separation inside building
    - a. Including drop off and pick up of students, staggered start time. The front of the building is dedicated to Elementary students’, the rear of the building is dedicated for Middle school students. Staff and teachers are on duty at all times during the day.
  7. Working on getting security golf cart for quicker/more efficient campus mobility
  8. Bathrooms –dedicated bathrooms per grade level. There is restricted access for students going to and from the office. A student cannot leave their classroom without a pass. Younger students are always with a partner or escorted by campus security.
  9. Reworked parking lot routes for safer and quicker (sometimes less convenient) vehicle ingress/egress
    - a. STEM Launch has the largest car traffic of any school in Adams 12, other groups have come to the school to view our processes and are pleased with the result, we do it well!
  10. Purchased multiple parking signs to match new patterns and additional traffic cones
  11. Purchased multiple “No Trespassing” signs
  12. Purchased children and play signs (florescent green little people signs) to increase visibility
  13. Increased before and afterschool supervision both inside and outside of the building – changed exited per grade level
  14. Updated to CCTV cameras and software
  15. Increase in training for staff i.e. supervision and Campus Safety and security
  16. Increased communication between all stakeholders (Parents, Staff, Students, Police)
  17. 5, 6, 7 and 8 have color coded ID’s so they are easily recognized
- d. Question & Answer period:
- i. Inclement weather – snow, rain, etc. New head custodian has worked with the administration team to plan
  - ii. SRO – how often will Office Mendez be here? He is dedicated to the school, however if something arises in the community or nearby or a training date occurs he will be away from the school. The majority of the time he is here in the building.

1. He is also present within the classroom as well, presenting sessions on safety, bullying, etc.
  - iii. Parking spots directly in-front of the door – not a drop off or pick up zone
    1. Can Officer Mendez speak to the violators who park in those spots? If there are things like this seen parents are the eyes and can convey the information to the Administration and Officer Mendez.
  - iv. Area near the rear of the school – in the park
    1. Can this area be checked periodically? There are high school students and adult loiterers in this area. The department will do the best they can to get officers checking the park often as well as ensuring the school security guards are always present and aware.
5. Adjourn
  - a. Motion to adjourn the meeting. Meeting adjourned at 7:27 p.m.
6. After the PTO meeting Janette Walters from Adams 12 district spoke briefly about the STEM Launch choice process and current attendance statistics.
  - a. Questions about the choice process and enrollment
    - i. Choice process – priority is given to neighborhood areas, within district then out of district. During the 2013-14 school year the school is 100% choice.
    - ii. School attendance – current and original projections for the student attendance
      1. 300 students in Elementary – 50% will be within the neighborhood boundry
      2. 600 students in Middle school – 70-80% will come from neighborhood boundry and the remaining will come from existing Elementary grades and choice process
      3. Students will then need to choice into Northglenn HS after 8<sup>th</sup> grade if they wish to continue education within the STEM model. Documents from this meeting can be emailed to you, please contact Michelle at [president@stemlaunchpto.org](mailto:president@stemlaunchpto.org) if you would like a copy.