



PTO Meeting Minutes
Thursday, December 5, 2013

1. Welcome PTO Executive Board
 - a. The Meeting was called to order by Michelle Sosa at 6:10 p.m. There were several school administrative staff members in attendance including Kellie Lauth, Martin McCarthy, Michelle Priola, and Carrie Romero-Brugger.

2. Updates from the Principal Kellie Lauth
 - a. STEM Launch K-8 will be full 100% choice next year. Neighborhood students will still need to go through the choice process in order to enter into the school.
 - i. Proposal to district to expand K-5 grade levels by one classroom each within the coming school years. This is dependent on funding, the school will look at adding one additional classroom for 4th grade and one classroom for 5th grade within the next school year. Then we would expand grade level classes from there as space is available; however expansion is dependent upon funding.
 1. In a true K-8 school model, the K-5 enrollment should be higher than 6-8. Currently, our attendance does not support that model. The expansion of K-5 within our current pipeline would be a good thing, as it is difficult to have students entering 6th grade as a new student not having any background on the STEM model.
 2. Funding for this proposal if accepted would come from any overage of FFE (furniture, facilities, and equipment) money that was originally used to upgrade the building within the past two years.
 - ii. The SSN (Severe Needs Program) is phasing itself out as the current 3 students are entering high school next year. The classrooms currently dedicated to SSN will be transitioned into classrooms that can be used by the rest of the school. The district will pay for needed materials (desks, chairs, etc.) at no cost to the school in order to modify those rooms into learning environments.
 - b. Winter Festival – December 16 at the Westin Hotel
 - i. Students are able to dress up in their holiday attire but must adhere to the district dress code

- ii. Concert for Kids (hosting organization) has 25 volunteer slots for parent participants which will include a series of volunteer roles throughout the day. More information can be found on the STEM Launch [website](#).
- c. Festival of Lights Event – Wednesday, December 11 at 6:00 p.m.
 - i. Grade levels will perform musical festivities
- d. RAK (Random Acts of Kindness) – during the month of December the school will be tracking the random acts of kindness within the school; staff and students will participate and compete against one another.
- e. Principal Lauth’s Winter Challenge-
 - i. The Principal will challenge students to read 1200 minutes during the winter holiday and record their books and minutes on [readingrewards.com](#)
 - 1. If students meet this challenge they are eligible to win several cool prizes
 - 2. This information will be included in the next school newsletter
- f. UIP – Unified Improvement Plan
 - i. With the input and feedback from several STEM Launch parents the UIP has been submitted to the district for review. Thank you to those parent volunteers who offered valuable insight to draft the plan.

3. Updates from the PTO President

Michelle Sosa

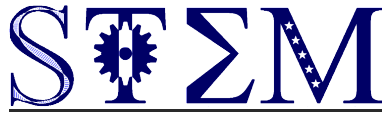
- a. Dine Out Nights -
 - i. These have been incredibly successful and the PTO has planned at least one a month. These not only offer the opportunity to financially assist the PTO but promote the building of relationships within the STEM Launch community. If you have not participated in a Dine Out night, we encourage you to join us for Spring 2014 dine out nights.
 - ii. Upcoming Dine Out Nights include:
 - 1. Panda Express – January 14th (104th and Federal)
 - 2. Cici’s Pizza – February 4th
- b. The PTO is looking for Box Top Coordinator – any interested parents can contact Sonja at Sonja_lee_brown@hotmail.com
 - i. The coordinator role can be expected to volunteer an estimated 15 hours through the end of the year. Duties will consist of:
 - 1. Copying and sending out fliers to teachers within the school
 - 2. Organizing volunteers for box top cutting ‘parties’
 - 3. Organizing incentives for classrooms
 - ii. Box top collection will be occurring throughout the year, but the current Box Top Collection runs from November 1 – February 15, 2014.
 - iii. Box Top collection boxes will be made by parents and Sonja in order to help support the teachers in collection of these coupons. Volunteers

are needed to help with this project as well and can contact Sonja Brown for details at Sonja_lee_brown@hotmail.com

- c. Donation/Gifts In Kind Coordinator –
 - i. The PTO Executive Board has developed a donation letter than can be used to solicit donations from corporations, stores, etc. Donations can consist of financial support, merchandise, and products.
 - 1. Donated merchandise will be used as student incentives, give-away's at events, etc.
 - 2. The PTO is a part of the school and is a non-profit organization. All donations are tax deductible.
 - ii. The coordinator will help research and mail these letters to solicit donations. Any interested volunteers can contact Michelle at president@stemlaunchpto.org or Melinda at secretary@stemlaunchpto.org
- d. Spanish Speaking PTO meetings –
 - i. The group that consists of Spanish speaking STEM Launch parents is a part of the STEM Launch PTO but may have different activities and events alongside the PTO-hosted activities.
 - ii. Meetings will occur once a month, and the first meeting was held on Friday, December 6.
- e. Middle School Skate City Night – December 17
 - i. No transportation from the school will be provided. Parents must bring their child to Skate City to participate.
 - ii. Additional information can be found on the STEM Launch [website](#).
- f. January PTO Meeting Speaker – Roger Dowd, “How to Advocate for your Child”
- g. ABC Fundraiser -
 - i. The PTO is pleased to announce that this was a very successful event raising over \$10,000 through this fundraising initiative.
 - ii. The ‘Pig races’ will be held on December 19th for those students who qualified by selling 15 items or more.
 - iii. Students are able to dress down on this day as the school reached its goal of selling \$20,000 or more of merchandise. Attire for this day must adhere to the district guidelines.
 - iv. Lunch with the Principal – The PTO is extremely grateful to a local limo company and Noodles & Company who have assisted in making this event special. 7 students won this prize having sold over 35 items during the fundraiser. They are to be treated to a limo ride and free lunch from Noodles & Company with Kellie Lauth.
- h. Grant Request Forms -
 - i. The PTO Executive Board has developed a granting process in order to help support efforts within the school. We will begin accepting Grant Request Forms for teachers and parents in January 2014. Please check the [website](#) for updated details.
- i. Bobby's Collision Repair Center –

- i. Are you in need of body work for your car? Bobby's will donate 10% of proceeds from STEM Launch customers back to the PTO. Additional information can be found on the [website](#).
 - j. Healthy Schools Initiative -
 - i. Sonja Brown submitted an application to be the parent advocate for STEM Launch and was awarded the position.
 - ii. This is an 18-month project to help build a healthy school and community.
 - iii. The Parent Advocate is a volunteer position, and there is a \$600 stipend involved. Sonja would like to recruit other parent volunteers to help develop the program to create a healthier school environment, and envisions the use of the stipend funds to go towards the project and any leftover will be donated back to the school.
4. Updates from the PTO Treasurer Linda Dellett
- a. Budget to date (July 1, 2013 – November 30, 2013):
 - i. Total revenue (income) - \$22,456.00
 - ii. Expenses - \$10,907.25
 - iii. Cash balance to date – \$11,548.00 – this amount will be used for teacher and student grants. See details above.
5. Updates from the PTO Leadership Team PTO Leadership Team
- a. Terri Dahl went over Target REDcard fundraiser promotion; in which a certain percentage goes back to the PTO with Target purchases using the REDcard.
 - i. 27 families are currently signed up, and we encourage more applicants.
 - ii. With Christmas season shopping in full force, this is a great time to sign up for the REDcard to earn money for the school.
 - iii. Additional information on this FREE Fundraiser can be found on the [website](#).
 - b. King Soopers cards will be for sale on Wed, December 11 at the Festival of Lights concert at the school. Initial gift cards are \$5.
6. Speaker: **Joneen Mackenzie, President Founder at the Center for Relationship Education, "What Makes Kids Successful"**. It was a helpful, informative presentation. Here are a few highlights:
- a. How do parents handle relationship questions from their children?
 - i. After years of puzzling questions and noticing an apparent disconnect in her children's health curriculum, Joneen found research from colleges, publications, etc. focusing on relationships and how it relates to the human body and a child's growth.
 - 1. Research included the LOVE Lab in Seattle, Washington, and The University of Denver

- ii. Developed curriculum with other researchers and doctors to train teachers and parent leaders about relationships so they can then coach children on the topic.
 - 1. Teaching kids how to lead with their hearts and their heads.
 - b. Middle school brain –
 - i. Teenagers haven't fully developed their prefrontal cortex which is how they make decisions.
 - 1. Don't ask your kids "why did you do that?"
 - 2. Kids this age are tired, they need 9-12 hours of sleep. If they don't get this amount of rest they are like toddlers without a nap!
 - 3. Prove to be a leader for your kids, you can help them make the hard decisions.
 - c. 5 Love Languages:
 - i. Acts of Service
 - ii. Words of Affirmation
 - iii. Gifts
 - iv. Quality Time
 - v. Touch
- 7. Q&A
- 8. Adjourn
 - a. Motion to adjourn the meeting by Michelle Sosa at 7:13 p.m.; motion was seconded by Linda Dellett.



Agenda de la reunión de PTO
Jueves, El 5 de diciembre de 2013

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| 1. La Junta Ejecutiva | PTO bienvenida |
| 2. Las actualizaciones desde la | Principal Kellie Lauth |
| 3. Actualizaciones de la PTO Presidente | Michelle Sosa |
| 4. Las actualizaciones desde el PTO Tesorero | Linda Dellett |
| 5. Las actualizaciones desde el equipo de liderazgo de equipo PTO PTO liderazgo | |
| 6. Altavoz: Joneen Mackenzie, Presidente fundador del centro para la educación de la relación, <u>"Lo que hace que los chicos exitosos"</u> | |
| 7. Q&A | |
| 8. Sesión | |