

**Minutes
Lucas PTO
Monday, January 14th, 2013
7:00 PM**

OPENING:

- Welcome and Introductions
- Attendance:
 - Joe Bell, Kelly Cooper, Nancy Cassady, Sarah Galloway, Jody Harmson, Ben Hill, Mary Kenyon, Sarah Lynch, Jun-Nicole Matsushita, Karrie Merriweather, Heather Roth, Eric Siron, Dave Snyder, Renee Speh, Joan Taylor, Stacy Tompkins, Andrea Gugliuzza, Sarah Holmes, Joe Pavelich
- Approve Minutes of last meeting- Approved.

Principal's Report- Security Protocol

1. EVERY ADULT at Lucas has to have a name tag on at all times.

- Teachers and staff need to wear their badges.
- Visitors have to stop at the office, get and wear a visitor badge.
- Student teachers/ practicum students, volunteers- need a badge from main office as well.

* If/ when you see an adult without a name badge, please ask them if you can help them and guide them to the office.

2. SIGN IN/SIGN OUT: Every adult at Lucas needs to sign in and sign out each and every day.

- Teachers and staff with regular work hours do not need to sign in/out for the regular hours. However, when leaving during your normal working hours, you need to sign out in the main office and the sign in when you return. (This is for accounting for who is in/out of the building if and when an emergency would occur.) This is for everyone- teachers, associates, custodial staff, and secretaries- everyone.

3. LOCKED DOORS: The entire district is reviewing emergency plans and working to make each building the safest environment possible. At Lucas we will keep all of our doors locked- except the front door. This is to funnel all visitors to the front door to allow them to check into the office immediately. Door lock types have been discussed at Lucas to upgrade to doors that lock both from the outside and inside.

- During K-1 recess, the flag door is unlocked, and the 2nd/3rd grade door is unlocked so that students can go into the building to use the restroom- after asking an adult on duty- without needing the adult to leave the playground to take them in. (If we need to discuss this as a K-2 staff we will.)
- The portable door by the library is unlocked all day long. This is going to change as soon as we are able to get more door keys. However, as you can imagine, the key maker is quite busy with recent requests (one of the many being ours). I will update everyone when the keys are ready.

4. Safety drills- Lockdown Drills: We practice Tornado and Fire drills in the fall and spring each year. We will now add Lockdown Drills to our safety protocol and practice those twice a year. We will now add Lockdown Drills to our safety protocol and practice those twice a year as well. Our first Lockdown Drill will be in February- We will be working with students to understand the difference between a Lockdown Drill and a "hold" which may be used if/when a student or teacher is sick and needing an ambulance. We will alert parents before the drill occurs so that you can help prepare your son/daughter. Language will also be included as to what will be discussed with the students.

ADMINISTRATIVE VACANCIES: Interim, posted January 18th. The HR department will soon be assembling an interview team, including parents. If you are interested in volunteering for that committee,

please contact the HR department at 319-688-1000 or meade.chris@iccsd.k12.ia.us I will apply and hope to continue at Lucas for many years to come. PTO Co-Presidents will be the contact people for the parent committee.

Treasurers Report:

- MMD Update:
 - <https://docs.google.com/viewer?a=v&pid=gmail&attid=0.1&thid=13c258ac3f23c813&mt=application/pdf&url=https://mail.google.com/mail/u/0/?ui%3D2%26ik%3Df90001bb73%26view%3Datt%26th%3D13c258ac3f23c813%26attid%3D0.1%26disp%3Dsafe%26zw&sig=AHIEtbRARcVYqELUdeuFWi-8RJhMW0Bfuw>

Presidents Report:

- Family Supper Night February 8th 5:30-7pm
 - Zio Johnno's
 - Meat Sauce or Marinara
 - Silverware Napkins Plates
 - Spaghetti Salad Bread
 - We are charged \$3.75/plate, We would charge \$5/plate, sharing allowed. Water or lemonade included.
 - In previous years, prepaid. Teacher meal free but they pay for their family.
 - Using Anna McComas as a resource.
 - He can send people with more food if we think we are running out. Will continue to make spaghetti while there if we have heat source in kitchen.
 - We provide drinks, servers, cleaners, organizers.
 - PREPAID and pay at the door.
 - Ask Hyvee to donate cookies to have as dessert.
- District Revenue Policy, Vote February 5th.
 - Sales tax comes to school district. Already have a plan in place good until 2017. Coming up for a renewal vote this February. Similar to one in place but not identical. Takes us to 2029. One difference is we currently have \$ year to year and do not borrow against it. Try to be equitable at this point in that if there is one school that needs a big project can't be done because have to allocate equally btwn schools. This new plan allows the district to borrow against the \$ to complete the necessary projects. If it passes now, we can have renovations happen over the summer 2013. Also, interest rates on borrowing against the future are low right now. Doesn't cost the tax payers any different. Once that is in place there are the votes to decide how that money is allocated. If fails, can come again in 6 months, and every six months thereafter if it continues to fail. If it were to go away, it goes by state rules. The state rules and guidelines are different than our needs in the district. Currently, a sizeable portion of that money would be refunded and given back rather than us getting it, through property tax reductions.
- Diversity Policy, goes to second vote by school board tomorrow Jan 15th at 6pm.
 - Board wants to get this passed before the revenue policy because it states it will be equitable for all schools and all students.
 - Minority students are currently defined at those students receiving free and reduced lunches. Want to make sure that schools with high poverty levels, want to make sure they have the same resources and facilities as those in the district who are not in poverty.

When you compare populations of free and reduced lunch across entire schools, they correlate. The higher the FRL, the lower the test score. In our district there are huge disparities. Not across the board, but generally speaking. A big concern is how do you then make it equitable. First you will not bus kids across the district. Confidentiality issue. Policy does not dictate how that happens. Administration and superintendant have to come up with a plan that meets the policy goals. Various ways they have discussed making that happen but first policy needs to be in place. Policy would take effect 2014-15 school year. In long run will probably mean redistricting.

- Mary will write up an informational flyer/email bilingual. Approved.

Committee Reports:

- Big G Labels- Anna McComas
 - Feb 11-22. K-2 will compete. 3-4, 5-6. Competition for treats. Flyers will come home.
- DEED- Joe Bell
 - Mtg Sat Jan 26th. 8am 1st Avenue HyVee dining area. Joe P running.
 - Spelling Bee Tuesday March 12th and Thursday March 14th of March.
 - Brian and Joe P will come through school this Friday morning to discuss with students.
 - Materials and lists going out to students in a couple weeks.
- Women's Basketball Game.
 - UI can't get it right. Don't have the numbers. No one sits together. Ticket confusion. Processing fees. HyVee also offered free tickets.
 - Joe B plans to sit down with the marketing dept. Had larger turnouts when we handled ourselves.
 - Andrea spoke with staff at Hoover because incentivized. If students read a certain amount they were given a free ticket.
- DPO- Sarah Holmes
 - Went well here at Lucas. Student Council greeters.
 - Scholarship fund time. Need to pick at least one honoree. March 1st is deadline. Can nominate and vote on at next PTO mtg. Can be a para, janitor, teachers, volunteer. In past we have nominated people retiring. This year Renee Hanson. Every PTO/PTA donates \$50. It is \$50/nomination. Money goes to scholarship for HS seniors going into education. The more nominations the more scholarships they can give out.
- Family Free Night- Ann Campion
 - Needs a few more volunteers and could always use more food but in good shape.
- Family Fun Night- Amy Graezel
 - Report next month. One thing to throw out there to everyone here and anyone you know... we need to start collecting for raffle now. Can advertise better. Kids sell raffle tickets prior to fun night.
 - Free Car Wash, Signed basketballs, Overnight at Wasserbahn, Home Ec., jewelers, restaurants, local businesses, etc. Anyone can donate. Last year there were 75 raffle prizes. Last year grand prize was an overnight at the Riverside Casino. An email to the teachers since many have side projects they can also donate.
- FRC- Yolanda Spears
 - 30 conference signups, 20 families signed up for backpacks. started with 144 coats and gave away at least ½ of them. Remainder in storage for as needed. Thanks to Knights

- of Columbus.
 - New Facebook page for the Resource Center. The PTO page LIKES the Resource Page and can find it that way.
- Hospitality- Nancy Cassady & Joelle Dickerson
 - Thanks for the volunteers and donations.
 - Conferences days Feb 21st until 7pm. The 26th is full day/night together. The 27th goes until 4pm. There will be a meal on the 26th.
- Playscape Committee- Renee Speh
 - <https://docs.google.com/file/d/1rTmUSLgyR8PUfYmEwm48VrDpc-INg4nuagWI7wyfewpYXuh0fA9JrrfaORhZ/edit>
- Newsletter: Next deadline for submissions is January 18th. Send to mightyhawknewsletter@gmail.com
- Yearbook- Jun-Nicole Matsushita
 - Need green light from PTO. A balance of collages and classroom photos. Waiting for spring pictures to come in. Prepping now. Once uploaded can finalize. Yearbook needs to be delivered prior to final day of school year. Company working with provides all marketing materials. PTO is not funding this project.
 - Who is collecting order forms
 - 5.17 for twenty four pages. Need to increase number of pages from 16 because more classrooms this year. Will have to also factor in shipping costs. Will probably cost \$8/book to the student. Will put in requests in every outlet to ask for year book photo submissions. Have to be in original high DPI format.
 - \$8/yearbook, or checkbox for \$6. Print yearbooks. Orders taken prior to.
 - Vote by PTO board: Approved

*******Upcoming PTO Meeting Dates*******

Monday February 11th @ 7pm

Monday March 11th @ 7pm

Monday April 13th @ 7pm

Monday May 18th @ 7pm