 **IMS PTO**

Agenda for PTO General Meeting

September 27, 2017

**Type of Meeting**: PTO General Assembly Meeting

**Meeting Facilitators**: Co-Presidents Kyle Vander Poel and Jessica Castro

**Location:**  IMS, 625 Chapel Rd, South Windsor, CT

**Invitees**: IMS Families and Staff

1. Call to Order
2. Roll Call
3. New Business
4. IMS Principal Update
	* Superintendent’s theme for this year is connectedness. Parent senate will have input into CREC decisions. Nina Copeland, Jami Moore and Patrick Kelley will be IMS representatives.
	* The target for number of students @ IMS is 477; we’ve met this with 479 students. Important that families fill out Student Verification Form – if don’t have this, the school doesn’t get funds from the student’s town. Each student = $15K.
* Please complete the Student Verification Form by Oct. 1. Still need 49 forms completed.
* SECOND STEPS: a new Social Skills Program
	+ It is a district –wide/school-wide program
	+ Students will learn how to express themselves and self-regulate in a positive manner
	+ There will be 30 lessons (2xs/week)
	+ There is a child protection unit. Natasha Stapleton (school social worker) teaches the lesson with the teacher: personal safety, being assertive, advocate. Based on school climate survey, social/emotional needs to improve as a school.
* This year IMS is focusing on school attendance. Last school year, 12% of students were absent 10 or more times in the year. Our goal is to reduce the percentage to less than 5%. Will be reaching out to families. Guidelines: greater than 10 absences per year or 4 absences per month is considered chronic absenteeism. IMS gets funding cuts based on absenteeism.
* Please take note of our Nut Allergy policy
* On Friday, 60 students from Japan will be visiting IMS. This is the 3rd year we have had Japanese students visiting and interacting with the 5th graders. They participate in writing and cultural activities.
* There was an Instagram video posted. An adult in the school posted a video of young kids dancing. It went viral. Action has been taken, all parents notified.
1. Cassie Little, CREC transportation
* There is a 20 minute window for the scheduled bus time, (10 minutes before scheduled pick time and 10 minutes after). The bus driver has to notify the dispatcher that they are running late in order for the phone messenger to parents can go out.
* In the unfortunate case of an accident, CREC Bus Company will call each parent personally.
* There may be adjustments to your child’s bus route in the school year. Parents will be notified of the changes at least 2 days prior to the change taking effect.
* Students in Pre-K through 3rd grade will not be let off of the bus unless an authorized adult is there to meet the student. The authorized adult has to be on the “Pick Up” list.
* Please make sure to call CREC transportation if you have a change in your contact information
* Bus route may change during the school year. Will get a phone call at least 2 days prior.
* If there is an accident, parents/guardians will receive a personal phone call
* How to be aware of your child’s bus availability during inclement weather:
	+ Look at the town you live in as well as the town where your school is located. The longest delay time prevails in the towns that your bus serves. (Go to the CREC website to be aware of your child’s bus route).
	+ If the town you live in is closed, there will be no bus that day and you are responsible for bringing your child to school if IMS is open.
* Any bus that has Pre-K students, a combination of elementary and high school students or bus transfer, will have a bus monitor
* No route time is greater than 90 mins
* There are no home stops. Centralized locations are chosen – certain guidelines need to be followed for safety. If a stop outside your town is closer to where you live or work it is ok to use another stop.
* A bus monitor may also be on the bus temporarily if there are any behavioral issues on the bus. Please report any bullying on the bus to your child’s school as well as CREC transportation.
* If there is a half day, add ride time to pick up/drop off time to estimate ½ day drop off and pick up times
* Please make sure you have an alternate pick up plan in the event you are unable to pick up your child from the bus stop. It is not recommended that your child be brought to the CREC building to wait for pick up.
* If you call CREC transportation, please remember who you spoke with in case you have to call again.
1. IMS Family Engagement Specialist: Takeia Pitts
	* **Picture Day:** Oct 26, 2017 VOLUNTEERS NEEDED (can sign-up online)
2. Parent Senate Elections
	* Thank you to our IMS parents who have volunteered to be a part of the Parent Senate
		+ Nina Copeland
		+ Jami Moore
		+ Patrick Kelley
3. Committee Reports
4. Fundraisers/New fundraising suggestions
5. Box Tops: Sept. 18 - Oct. 6
* The class who collects the most will receive a gift card and an ice pop party!
1. Pies: Sept. 18- Oct. 6 (Distribution date: Friday Nov. 17)
* There will be times for AM pick-ups and afterschool pick-ups
* VOLUNTEERS NEEDED to help distribute orders
1. IMS events
2. Harvest Feast: November 17, 2017 at 6pm
* PTO will provide Turkey and fixings
* VOLUNTEERS NEEDED to help set up before the feast and to help clean up after the feast. Volunteer times are broken up into ½ hour increments.
1. Food Drive: Nov. 6- Nov. 17 (Turkey Drop-off: Nov. 17)
* Collection boxes for non-perishable items will be located in the main office
1. Room Parents
* Each classroom is looking for a volunteer room parents. Letters will be sent home with the role responsibilities.
1. Adjournment

\*Agenda subject to change depending upon request for the meetings\*

**NEXT PTO MEETING: November 14, 2017 6PM-7:30PM**

**(Pizza will be served at 5:30PM; childcare for IMS age students will be available)**