

APPROVED

Proctor PTA Association Meeting

December 7, 2010, 6:30-8:00pm

Association meeting called to order at 6:34pm by President.

Welcome/Pledge of Allegiance

- President welcomed the association members and led the group in the Pledge of Allegiance.

Additions to the Agenda

- Parent Ron Perez asked PTA members to consider donating towards the cost of his son's chemotherapy treatment. R.J., not a student here at Proctor, has lymphoma and needs nine more months of chemotherapy. More information can be found at friendsofR.J.BlogSpot.com.

Approval of Minutes from October 5, 2010 Association Meeting (President)

- Motion to approve by association member Alisa, seconded by First Vice President of Programs; motion passed unanimously.

Financial Secretary's Report

- Financial Activity Summary for October 6 – December 7, 2010 reviewed by Financial Secretary (handout).
- Financial Secretary noted total deposits of \$25,232.09 including \$13,431.99 for the Walkathon and \$7454.85 for the Carnival.

Treasurer's Report

- Financial Activity Summary and Treasurer's Report reviewed (handout).
- Motion by Principal to amend the PTA budget to include \$600 for Parent Education evenings, including a presentation by the Carter-Kelly organization in January and up to two additional speakers in the Spring of 2011, seconded by association member Wendy; motion passed unanimously.
- Motion by association member Alisa to ratify and approve checks written since last meeting as listed on report, release funds as listed on report, approve additional check request of \$17.95 for PTA snacks to Dinh Truong and Worthington check request to Time Almanac of \$41.90 for classroom supplies, change the amount for December Gift Shop to \$2782.44, increase Community Outreach cap to \$200, and accept the inclusion of \$600 to cover Parenting Education program(as voted above), seconded by association member Niki; motion passed unanimously.

Race to Nowhere (Financial Secretary)

- The movie *Race to Nowhere: The Darkside of America's Achievement Culture* will be presented on January 20, 2011 at the Castro Valley Center for the Arts. Castro Valley Parent Leadership plans to provide free tickets to parents with children in CVUSD, with a charge to parents of children from neighboring districts. After the movie experts will be available for a question and answer session and a discussion on homework policy. CVUSD PTAs have been asked to pay \$200-\$250 to cover licensing, fund staffing, etc. for this event.
- Motion by Financial Secretary for the Proctor PTA to fund up to \$200 for this event, seconded by association member Judy; motion passed unanimously.

Program Reports (Vice President – Programs)

- Vice President – Programs briefly reviewed the PTA events and activities over the last several months including the Walkathon, Campus Beautification, Fall Carnival, Multicultural Story Teller assembly and Rigatoni's Dining Day.
- **Community Outreach** – The canned food drive and collection of toiletries and personal items were successful. The paper snowman gift drive will continue through December 17th. More needy

families have come forward and any additional items, including gift cards, are welcome. As stated above in the Treasurer's Report any remaining gift items will be covered by the PTA up to \$200.

- The **December Gift Shop** took place on December 3-4. For next year the event coordinators suggested holding the gift shop on Thursday and Friday but not Saturday, a day which typically isn't well attended. The coordinators would also like to tie the event into classroom studies by adding more of a math component to help children work on budgeting, math skills, etc.
- **Parent Education** – Our first Parent Education night is scheduled to take place on Thursday, January 13, 2011. The Carter-Kelly organization (carterkellyconsulting.com/lifepoint_parenting) will offer a presentation on love and discipline geared toward parenting the elementary-age child. The fee for the presentation is \$200. See Treasurer's Report above for vote amending the PTA budget to include \$600, which will cover the January program plus up to two additional programs in the Spring. Suggestions for additional presentation topics included child safety and child nutrition.
- **SuperFranks** – Super Franks has changed their fundraising protocol to a pre-paid ticket system rather than giving back a simple percentage of purchases on the day of the event. Due to concerns about pre-purchasing tickets and the chance of lost tickets, etc. the event will be cancelled this year.
- **Auction** (Financial Secretary) – The Auction will begin at the end of March (date to be determined) and end on April 1st. Volunteers are still needed to solicit local businesses and to write up gift certificates for certain items. Auction volunteers will be gearing up as of January. Please contact Susan Hogan at finance@proctorpta.org if interested in volunteering. Proceeds will be targeted toward our RTI program, supporting via aides, computer lab, learning tools, library support, etc.

Additional Questions

- Association member Kelly inquired about the status of our paperless program. President explained that with the changes in the registration process and additional challenges at the beginning of the year this program has not been fully implemented in a timely manner. This holds true for the Student Directory as well. President holds self accountable and will continue to work on these two important matters.
- Association member Judy asked about the budget for the 5th grade yearbook. There is currently no line item in the PTA budget because so much funding was generated by ads for the yearbook last year. The yearbook committee had to find ways to spend excess funds. If money is needed for the yearbook, the requested amount should be presented to the PTA. Principal stated that a budget should only be established to cover the cost of yearbooks for those student who are unable to afford the cost of purchase.

Principal's Report

- STAR Testing Review 2010 – Part 2
 - Principal discussed a school wide improvement plan focusing on math and language arts, as required by the district, in addition to a school goal. The plan hasn't yet gone to district for approval.
 - Principal presented a snapshot data analysis reviewing how a specific cohort of students tested in 2009 and then in 2010. Of 65 2nd grade students tested again as 3rd graders, 86 percent maintained proficiency in language arts. Scores are separated into five categories (far below basic, below basic, basic, proficient, advanced). An obvious goal is to help students make positive growth up the chart.
 - Individual students who don't move up the growth chart can then be focused on to determine what factors may be leading to low performance. Support is then offered at the individual, classroom and schoolwide level.
 - The pyramid of intervention begins with basic classroom education as its base. The next step is Tier 2 which involves interventions beyond basic instruction, including RTI. Tier 3 would include further assistance with specialized, intensive interventions and evaluation by the school Student Study Team. For low performing students a Student Study Team (SST), assembled of teachers, parents, support staff, district and/or special education staff, can come together to discuss issues with performance, behavior, attendance, etc. The SST can then suggest an individualized plan for additional assistance. In the past, a first step was often to test for special education needs *before*

additional support services were offered to mitigate performance issues and help student make appropriate progress.

- Principal continued to discuss how a snapshot look at data can help determine what worked/didn't work for the past year and help inform adjustments for the following year.
- A question was raised about what interventions have been added from last year. Principal focused on the expansion of RTI to 2nd grade, thus including students who will begin STAR testing this year. Also the addition of Read Naturally, the new adoption of Harcourt Excursions language arts program, and a focus on writing conventions (such as punctuation, grammar, etc.) being used consistently throughout each grade level.
- Principal stated that there is no district-wide plan for RTI. While most consistency occurs in the K-1 programs, each school has been figuring out plans for RTI on their own over the past two years.
- Principal noted that in the STAR data analysis the Hispanic subgroup is numerically significant and did not make the progress needed. This subgroup has been included as a particular focus for upcoming intervention strategies.
- Principal outlined strategies for this coming year:
 - Continued support of staff participation in professional development opportunities to support targeted areas of Reading Comprehension and Written Conventions
 - Improve grade level consistency in implementation of curriculum and grade level standards
 - Extend Tier 2 support to include 2nd graders
 - Implement use of Read Naturally (2nd-5th) for all those needing comprehension and fluency support
 - Identify additional Tier 2 support materials
 - Tutoring for students before and after school
 - Implement use of OARS database to continue monitoring student progress
 - Continue to foster communication between home and school, providing info in Spanish and translators at key events such as registration
- A handout, RTI Part 3, was distributed outlining further details of our RTI program. This same information was included in the December Proctor Post.
- Principal emphasized the importance of breaking up classes into smaller groups to focus on specific skills. Parent volunteers and aides become important in this process. Proctor currently has one Instructional Assistant from the district hired to work with K-1-2 RTI program. Our other two assistants are used throughout the school based on need and scheduling. Principal is looking for dedicated parent volunteers to assist with the Read Naturally program starting in January.

Adjourn

- Meeting adjourned at 8:22pm.

The next Proctor PTA Meeting will be held on February 1, 2010, 6:30-8:00pm in the Science Room.

For more information regarding the Proctor PTA please go to www.proctorPTA.org.