

## **PTO Meeting November 29, 2016**

### Principal's Report

96% attendance rate at conferences. We still are meeting with parents to try to reach our goal of 100%. Thank you for the conference meals that were provided by families.

The Food Drive was a success - 1700 items! Neighborhood House picked up the items with help from 5th graders.

All School Morning Meeting - We tried this today! It worked pretty well. We did a greeting, sharing, and our new Cheetah Challenge (entering and exiting the building) and the school song.

Busy week - 2nd awards ceremony and 3rd grade is performing. Can families with multiple children be recognized at the same ceremony? We have a 10:00 and 7:00 music performance. Mosaic Project - It's underway! We may need some volunteers. This project is sponsored by the PTO.

Eagle Bluff field trip is next week for 5th grade in Lanesboro. Thanks to PTO for helping support this trip. We have about 8 kids who are not attending for a variety of reasons. We take about 7 teacher chaperones. There are also about 6 parent chaperones.

### Safety and Security

Jill provided a handout that was made by the district. It's a copy of an internal document (see copy below). An incident at Crossroads recently brought this safety and security item to the agenda. It explains the protocol for what type of notifications are made based on the impact level. Direction is also given from assistant superintendent. A principal would call the assistant superintendent when an incident occurs. The district needs to go through proper channels, including hearing first from police when necessary. If you have concerns about specific a communication (wording in a letter for example) you may contact the communication department at the district level with specific feedback.

How are students helped following an incident?

-crisis teams, social workers, counselors, group and individual contact with impacted students

-smaller scale like a fight? principal, social worker might talk to a specific class impacted

-depends on the grade level too (difference between 1st graders and 5th graders)

SPPS does not dismiss early, regarding incident at Crossroads. Parents are able to pick up students, but the school will not close.

Can families receive a notification when we do lockdowns at Chelsea? Yes. We have done one lockdown so far this year. Lockdown with warning, lockdown with intruder are the two scenarios we practice.

Let Jill know through phone call or email if you have any questions.

Would Facebook or other social media ever be used at Chelsea?

Yes, anything high impact would go on our website. Multiple avenues of communication would be used.

## Jimmy Shoemaker - Safe Routes to School

### Alta Planning and Design

They are working with the district with this international program. MNDot is in charge of it. They have attended a prior PTO meeting.

Safe Routes encourages kids to walk and bike to school. It's based on infrastructure (stop signs, speed bumps, etc.) and programs (encouragement, education, enforcement,). The group also includes equity in its design. City of St. Paul applied to a planning assistance grant. This funds the firm to do the work. There are six other districts in the state that are working with the firm. City of St. Paul applied for three schools. This pot of money goes to planning assistance. This is the first step in the process. The grant was awarded about a year ago. Our local team is made of city staff, dept of public works, parent, and principal. Legislative aid?

Surveys were used and in school hand tallies were done by staff. This is part of the evaluation and see how that might change over the years. We had an Oct. 26th rapid plan meeting that included the stakeholders/local team. The firm shared information about the program, what possible infrastructure changes might happen, met with students, a walk around the neighborhood as an assessment, and observed dismissal. From that process, the firm is evaluating what they saw and what suggestions might be. Next steps: a physical report to the city (concise) for a 5 year plan with recommendations and spring implementation support (possibly pick one thing and help facilitate it - for example engineers would give recommendation to the city). This contract ends at the end of June.

What did you learn from the surveys? Can Jill share it with us? Our surveys are entered into a national database. The majority bus or get dropped off at school. We have very few bikers. We have more walkers than the other two SPPS schools.

How do you help facilitate when school times don't match with work times? The movement is important, but are kids who are part of after school destinations accounted for?

How many miles out do you include in planning? We think about building community, air quality issues with idling cars, exercise. We do in general focus on the area nearest to the school.

Do you work with school patrols? This program does not train crossing guards. But we incorporate that when we do something like suggest a walking route. Jill-Training is done by St. Paul police and supported by a staff member.

How does winter data compare? The hand tallies are done in the spring and the fall.

Did the survey include older siblings escorting younger siblings? Do schools have recommendations about this? This would be a program that they would recommend. A walking school bus identifies along one kid's route, are there other kids along that route? Parent volunteers would help guide the group. And could older kids lead the younger kids? They've seen success when this has been tried in the past. Are there walking school bus apps? Jimmy will send a list of suggestions about walking school buses to Jill.

Jimmy stressed the importance of follow through by school and PTO after the firm's contract is up in June. Contact Jill or Brooke if you're interested in helping.

Nebraska and Hamline were a big issue in the walk through. Parents - Hoyt and Hamlie too. Areas without sidewalks are a problem too. Suggestion - Contact city council member about sidewalks.

### NW Como

John from the rec center has seen a rise in participation. 5-8 year old limited space left for basketball, starts in January. Adult artist workshop on Dec. 5th at Underground Music Cafe. Dec. 29th is the Holiday Cookie Art Party, 2 hour class, art projects. John is working on field trips between Christmas and New Year's. We can only take 10 kids. He'd like to do swimming. The spring brochure is being put together and will be printed soon. Go online as the paper flyers will not be coming home due to a spending freeze. There is a parent night out from 6-8:30, \$7/kid on Feb. 10th. We are limiting it to 40. We will have Friday afternoon movies leading up to spring break, popcorn by Booster Club.

If you get a survey from Survey Monkey, please fill it out. We are getting great feedback, like chess.

Spring Sports - volleyball, indoor soccer and in-house floor hockey - Registration starts Jan. 1st. and ends Jan. 31st.

Are there any conversations about expanding after school programs like S'more Fun? 40 to 50 kids are in s'more fun and there isn't enough staff. We rent spaces from the school. You can bus to another location like North Dale for rec check. We do have a lot of after school offerings for kids. Your child's teacher needs to know if your child is going to an activity after school. Sometimes the instructor can help younger students get to programs too. Older students often just hang out at the rec center. The rec center also offers snack. Parents appreciate the snacks given from Food Service through the school district and appreciate when allergies have been considered...thank you.

### December PTO Meeting - December 15th

Note this date is a Thursday at Ran-Ham bowling in the basement of the Nook. We have lanes reserved from 7-9.

### Food Drive Update

1700 items were picked up today. The winning classrooms are Paz (1st) Arcand (2nd) Arndt (3rd). We partnered with Salon 27 and clients brought in items as well. Winning classroom gets pizza with the principal.

### WCCO Excellent Educator

Laura Erickson (grade 2) was featured on WCCO. She was nominated by a classroom volunteer. Congrats!

### Budget

The biggest change since our last meeting is that we got our bill from Club's Choice and now we know we made about \$11,000. Give To The Max - No fees were charged during a certain portion of the day because of technical issues. We took in about \$550. There was a Chelsea Heights option and a Chelsea Heights PTO. We have paid some classroom supplies and helped defray some of the cost of the parking lot at Como Lutheran.

We purchased a Smart Board for Ms. Stewart's classroom. The students wrote thank you notes.

### Conferences

We had parents bring in soup and breakfast for dinner. We noticed the signs and the conference letter suggesting that parents see specialists.

### Questions:

When is the new cultural specialist starting? Tonie Klajbor (Ms. Tonie) started last Monday, Nov. 21.

See attached images of Notification Procedures below.



## **Parent/Guardian Notification Procedures Incidents and Emergencies**

### **Background**

Saint Paul Public Schools (SPPS) is committed to the safety and security of students, staff and families. To help keep schools safe, the district relies on proven best practices and close working relationships with city and county emergency officials and law enforcement partners.

Schools have well-established safety measures in place, including visitor check-in procedures, locked doors with controlled access and video cameras. St. Paul Police School Resource Officers (SRO) also play an important role by building relationships with students and providing district-wide support. The Office of Security and Emergency Management (SEM) works with schools to review and update site-based emergency procedures each year.

There are times when SPPS needs to share information about what may have happened in a school, on a bus or near campus. Information is gathered by the district's communications office, security and emergency staff, district and school leaders and, if applicable, St. Paul Police. Each situation is handled on a case-by-case basis and multiple factors are considered before a decision is made to notify families. The means and immediacy of communication will depend on the scope of the event and the potential or actual impact to school safety. While it's difficult to describe all possible scenarios, district staff consider the following guidelines when deciding how (or if) to communicate with families.

### Parent Notification Procedures

Please note: Individual misbehaviors do not always warrant communication. Discipline information for individual students is not considered public information.

Impact Level	Description	Notification
Low Impact	<p>There is little or no risk to the safety of the school or student body. There are no disruptions to school activities and the incident is isolated.</p> <p><b>Example:</b></p> <ul style="list-style-type: none"> <li>• A student brings a pocket knife to show others.</li> <li>• Students see a traffic accident on the way to school.</li> </ul>	<ul style="list-style-type: none"> <li>• Direct phone call or other communications to the parties involved</li> </ul>
Moderate Impact	<p>The situation poses a moderate risk to students, or causes a disruption to school activities. The incident may involve a single classroom or the whole school.</p> <p><b>Example:</b></p> <ul style="list-style-type: none"> <li>• A physical altercation in the building.</li> <li>• An evacuation due to a gas smell.</li> </ul>	<ul style="list-style-type: none"> <li>• Phone call</li> <li>• Email/letter</li> <li>• Text message</li> </ul>
High Impact	<p>The situation poses a significant risk to the safety of students, or causes a significant disruption to school activities. The incident impacts many students.</p> <p><b>Example:</b></p> <ul style="list-style-type: none"> <li>• A lockdown shortly before or during dismissal time.</li> <li>• A student brings a weapon to school with intent to harm others.</li> </ul>	<ul style="list-style-type: none"> <li>• Phone call</li> <li>• Email/letter</li> <li>• Text message</li> <li>• Message posted on school and district websites</li> <li>• Press release or media statement</li> </ul>