

SLLIS Council minutes

Wednesday, September 13, 2017

Attendance Kathryn Bonney (TCP), Lisa Dorner (TSP), Lisa D'Souza (TSP), Arlene Galvez (admin), Tina Greer (TCP), Kristy Kelley (TCP), Shannon Oberkrom (TSP), Vince Schoemehl (board), Amy Trapp (TCP), Debi Viamontes (TFP), Lilith Werner (admin). Not present: Tugrul Ozdemir (TSP), Liz Turpin (TFP).

Schedule/Cycle: First Wednesday of the month PTO meeting, second Wednesday of the month parent feedback form to go out, third Wednesday of the month SLLIS board meeting, last Wednesday of the month SLLIS Council meetings.

501(c)(3) bylaws/filing: Kristy has initial draft of bylaws and comments. Lisa D'Souza can assist with editing/revising documents. This entity, called "Friends of Language Immersion" will be fundraising arm of PTO.

PTO Officer Roles: President-Tina, Vice president-Tugrul, Communications-Kathryn, Treasurer-Debi, Secretary-Lisa, Committee Liaisons-Kristy and Liz. Each of these 7 people has been chosen by the language programs to serve on our respective SACs for this 2017-18 school year, moving forward we will need to create election cycle to PTO officer roles and method to ensure representation from each of our 3 language programs.

Needs: (1) Identify teacher/admin contacts or representatives (Rob Biesendorfer had stated willingness to serve?) (2) find volunteer to serve as "assistant treasurer" to assist with filing tax and other paperwork (3) pull together bio blurb to introduce ourselves

Feedback forms: Tina will collect and collate parent feedback forms and share with Council/school administration. Not all issues expressed are appropriate for public discussion. We can bring to PTO issues appropriate for that forum, and admin/Council can respond as appropriate to other concerns.

PTO Committees: Ideally, each committee will include parents from each of the 3 language programs.

Teacher appreciation/room parent committee: Need to determine what is the best title for this committee. Could be room parent committee with teacher appreciation as one of the goals.

Communications: room parents can serve as communication conduit. Need to determine whether each class has a room parent. Do we need to send communications in Spanish? Some Spanish program families have adults with limited English proficiency (speaking and/or reading). Lack of interpretation/translation could be barrier to participation. Need to identify best method for translation. We should consider various ways we are communicating, and what

parents prefer as communication method. Not at risk of overcommunicating. Lilith to speak with web developer about potential for parent forum/communication through website.

SLLIS funding priorities: Lilith and Arlene identified the following needs: buses for field trips (as of now, each class has 1 field trip bus for the school year), 25 chrome books and cart (est. \$8,000), larger chairs/furniture for middle school students (est. \$5,000).

PTO clarifications--need to explain what PTO is, what functions it serves, what should be managed through other channels (confidential student concerns, personnel issues, bullying, etc.) Perhaps FAQ will help parents identify proper channels for various issues.

October PTO meeting: Lisa D'Souza to lead, create agenda.

November PTO meeting: possibly a curriculum night, need to begin planning now. Ideas: i-ready demonstration, small table discussion groups, IB demonstration, using classrooms for breakouts

Next PTO meeting October 4th
Next Council meeting, October 25th