

## Frank Black Middle School PTO General Meeting Minutes

May 23, 2019

Attendance: See attached

Agenda: See attached

Meeting called to order at 8:39 am.

Quorum was confirmed.

### **SECRETARY'S REPORT:**

Presented meeting minutes from the PTO General meeting on April 25, 2019. No changes or corrections were noted. Minutes accepted as presented.

### **PRINCIPAL'S REPORT (Ms. Honore):** (These notes include information from COFFEE WITH THE PRINCIPAL)

There is no other school like FBMS! It's the people that make the school a success. I appreciate the support we get from our community, businesses, teachers and students. I am committed to putting in my energy and time to make sure it continues to be a success and improves.

I look forward to next year – thank you to Amy and I look forward to working with Ruth.

Next week we will be on an A-B-B-A schedule because it works best for our field trips.

We are cleaning out lockers on Tuesday, May 28.

Please sign up for REMIND app if you have not already.

Our summer schedule is full! The activities include:

- **June 22, 9-12, service Saturday**
- **June 23, 2-4pm, summer social for incoming 6th graders, cafeteria**
- **July 28, 2-4pm, pool party for incoming 6th graders, natatorium**
- **Aug 20, 9-12, 6th grade Panther Camp (students and parents)**
- **August 21, 9-12, 6th grade Panther camp (students only)**
- **August 22, 7-8th panther camp (students only)**

Informal notes from COFFEE WITH THE PRINCIPAL:

- Q: Why are disciplinary actions for 6th graders increasing at the end of the school year?  
A: They have been overly rambunctious, not cleaning up after themselves, and there have been a couple of spats. They have a lot of energy and are getting very excited that the school year is almost over. We are staying on top of it!
- Q: Will there be IClub next school year?  
A: We are looking at bringing back a true IClub. We will create a system that is very solid. It has been suggested that students be able to do UIL and athletics during IClub hours and I will take that into consideration.
- Q: Is it better to take Biology or IPC in 8th Grade?  
A: Only a handful of HISD middle schools offer Biology – most offer IPC for 8th graders. Taking IPC often results in a better transition to high school sciences; however, Biology is actually a science credit for HS and IPC is a science elective credit. Currently, we will stay with Biology for 8th graders, but may add IPC in the future and offer both. It has been suggested that we offer IPC over the summer and I will look into that suggestion.
- Q: What new staff will be added in the 2019-20 school year?  
A: My #1 goal is to reduce class sizes and I am excited to say that we have 8 new positions:
  - Science positions for 6th and 7th grade.
  - Science position for 8th grade.

- Social studies position for 8<sup>th</sup> grade.
- A math position for 8<sup>th</sup> grade.
- An Art teacher position - Martinez will teach 6<sup>th</sup> grade; Sampson will teach 7<sup>th</sup> grade; and Pinkston will continue teaching advanced art.
- A technology position – Reedy will teach general; Akins will teach PIT and Applied Engineering; and we will hire one more teacher.
- Two teaching assistants for fine arts – an assistant for Mr. Smith (band), and an assistant for choir/dance/theater.
- We hired a new counselor to focus on 7<sup>th</sup> and 8<sup>th</sup> grades. My goal is to have one counselor assigned one to each grade. The district will have a social worker on campus every day.
- We are trying to get a wrap-around specialist at FBMS.
- As of right now every staff member and teacher is returning with the exception of our nurse.
- Q: How large is the incoming 6<sup>th</sup> grade?  
A: There will be 400-plus new 6<sup>th</sup> graders, and almost 1,300 total students. Our cap is at 1,350. We do not have a wait list.
- Q: Will we do the block schedule next year?  
A: Yes, we will continue to do the block schedule. We will double-block science and social studies in 8<sup>th</sup> grade for students who need extra help, in addition to math and English. Class times will remain the same. We may need to move to three lunches instead of two, and we will keep active lunch. There is also the opportunity for students to go to the library during lunch, but there is a cap of 25 students.
- Next year we will focus on establishing a social/emotional program to help develop the social and emotional needs of our kids. We will bring in an initiative and program for kids, and training for teachers. The program and training will help to address our biases and triggers. We will work on restorative discipline practices. Currently, we have a lot of in-school suspensions, so we want to address the root cause of these problems and not focus on just punitive measures.
- I have conducted student focus groups recently, and student feedback/suggestions include:
  - More student work time and less teacher talking.
  - Increased collaborative work and technology will increase student engagement and motivation.
  - Kids don't always know how to communicate effectively, but do not want to be "forced" to be kind to one another. Teachers can help by subliminally showing students how to work with one another.
  - Students feel they are thoroughly prepared to go to high school.
- Q: Will we continue service field trips?  
A: Yes, we will continue service field trips, but may focus on taking students to help large organizations that can handle large groups of kids. We will also work on improving communication between the school and PTO chairs.

**PRESIDENT'S REPORT** (Amy Maddux):

Welcome and sign in.

This is the final meeting of the current PTO board.

We will vote on the PTO 2019-20 budget. After we adjourn everyone is invited to attend "Coffee with the Principal."

Ruth will report on president's project during the next PTO year.

As of May 23, after the PTO meeting, all new board members will officially be in office. Please plan to meet with the 2018-19 chairs to discuss the transition, and new board members please reach out to the chair positions in your respective areas to introduce yourself. We also ask existing PTO board members to clear out their email accounts so that they can be transferred. The treasurer, secretary and president's positions don't transfer until July 1.

We have a few open PTO positions for next year:

- Athletics Liaison
- Academic Liaison

- Boxtops Chair
- Fall Fundraiser – we need additional committee members
- Service Field Trips
- Grant Writers
- Daytime volunteers for the School Store

FBMS's shared decision-making committee (SDMC), which includes Ms Honore, staff and teachers, members of the community, and parents, meets quarterly to discuss issues related to the school and to make decisions. The PTO appoints two parent members to the committee. Heather Golden and Ruth Torres Mendez, incoming president, are our appointees for the 2019-20 school year.

The PTO survey results are in and we will post the report on the website and link to our social media accounts. Tracy Liswesky reported on the results, which included:

- There were 125 responses from parents/guardians, staff and the administration.
- The largest number of responses came from those who have been involved with FBMS for 1-3 years.
- Most felt that Academics needs the most improvement, followed by Arts and then Athletics
- The three areas that need increased PTO support:
  - Improve the student-teacher ratio
  - Upgrades to classroom technology
  - Additional opportunities for staff professional development
- Fall fundraiser proceeds should go to high priority projects vs. classroom needs so that we can help alleviate some expenses the school has to currently fund.

The next PTO general meeting will be in the fall and we will have several events over the summer.

Ruth Torres-Mendez appointed Amy Maddux parliamentarian for 2019-20 year, then Ruth officially took over the meeting.

#### **PARENT INVOLVEMENT REPORT (Tim Weltin):**

There are three ways to get into FBMS: a student is zoned to the school, through the Vanguard Magnet program, and through a space available transfer (not in zone). This year for the first time there is a deadline for space available transfers. Students who want to be considered have to apply online by May 31. Please help us spread this message and share on social media.

The FBMS Summer schedule:

- **June 22, 9-12, service Saturday**
- **June 23, 2-4pm, summer social for incoming 6th graders, cafeteria**
- **July 28, 2-4pm, pool party for incoming 6th graders, natatorium**
- **Aug 20, 9-12, 6th grade Panther Camp (students and parents)**
- **August 21, 9-12, 6th grade Panther camp (students only)**
- **August 22, 7-8th panther camp (students only)**

#### **TREASURER'S REPORT (Heather Golden):**

Budget accepted as presented.

We have several final items to fund, including \$1,700 to finish out the sound system (acoustic tiling) in the theater. Some tiles needed to be custom fit, which was included in the 2017-18 budget. I suggest that we allocate a total of \$2,000 to cover any additional needs. It is possible to cover this cost in the theater lobby project budget.

Tracy Lisewsky, 2019-20 PTO treasurer, presented the PTO 2019-20 budget report. She said we are fortunate to have more funds available than previous years and welcome feedback and guidance from parents, teachers and staff on how to program those funds.

Budget highlights include:

- 1) Opening balance of approximately \$62,000
- 2) Income – Total is \$113,450 and includes:
  - a. Spring Auction - \$95,000
  - b. Fall Fundraiser - \$45,000
- 3) Expenditures – Total is \$115,300 and includes:
  - a. New line item for arboretum cleanup - \$3,000
  - b. Field trip transportation - increase from \$15,000 to \$20,000
  - c. Teacher supply fund – remains at \$8,250
  - d. Grant fund – remains at \$25,000
  - e. A new line item for the Social/Emotional Learning program - \$1,000
  - f. Staff professional development - \$10,000
  - g. Teacher appreciation – \$8,000
  - h. A new line item for Teacher Lounge supplies – \$3,000
  - i. A new line item for contingency - \$10,000
- 4) The ending bank balance would be \$60,785 after all expenditures.

**The motion was made and seconded to approve the 2019-20 budget and approved by the PTO membership.**

### **1st VP'S REPORT** (Mandy Giles)

All went well during teacher appreciation week. We did massages for teachers on Monday with a candle as a take home gift, lunch on Tuesday (they got to select their order ahead, so it was personalized), and breakfast on Wednesday. The school did a crawfish boil on Thursday. Friday we were rained out but made up for it the following Friday after STAAR testing with Steel City Pops delivered door to door throughout the school. We used the remainder of our funds to replenish coffee, creamers, and such in the lounges. Let me know if you have any other questions!

Facilities Committee report:

On May 22, the board approved funds for the following projects:

- Vote to fund \$8,000 for improvements to the FMBS theater lobby, which would fund the purchase of paint, benches, a rug, and a small cushion in case additional materials need to be purchased. The money would be spent to by end of June. The remainder of the theater lobby project will require \$7,000 and will be funded in the PTO's 2019-20 school year budget. Later the motion was amended to allocate \$10k to the theater project out of the current budget.
- Vote to fund the FBMS athletic field project, which needs to occur this summer due to the fact that it is used for active lunch so it cannot be accomplished during the school year without affecting active lunch. The facilities committee contacted two vendors – Mata-Turf and the Athletic Design Group - for pricing. After planting the grass would be ready for use in 60-90 days; however, it is imperative that the grass is watered each day during the establishment period. We found that it would \$20,000 to put install a permanent sprinkler system in the field area. On the other hand, Mata-Turf proposed to install a temporary sprinkler system that that will water the grass each day for 60 days and will remove the equipment at the end of that period. The company will also redo any areas that were not successful due to sprinkler malfunction. The cost for Mata-Turf's sprinkler system is \$7,300. The cost to do this in-house is approximately \$3,500, but we are not sure if it would be feasible because it would require a staff member turning on and moving the system, and turning it off, each day. If we determine that installing permanent sprinklers is the way to go, it would be a two-year project (because of funding) and we would have to hire a landscaping company to water the area during the summer and beyond, and then spend another \$15,000 on turf installation next year for a total of \$40,000-plus. If we chose the \$23,000 proposal, the turf should be ready in time for FBMS football camp if they can start the project within 10-15 days. The committee recommends the Mata-Turf proposal and a total budget of \$23,500.

We maintain a long list of projects – if you have ideas, send them our way. If you are interested in serving on the committee, please contact a PTO board member.

### **2nd VP'S REPORT** (Ruth Mendez):

The School Store will be open online during the month of July. After July 31, online sales will close and then orders will be ready for pick-up at Panther Camp;

We will allocate \$500 from the Spirit Night budget to replenish the FBMS uniform closet. An announcement will be made about what sizes are needed in terms of donations.

**3RD VP'S REPORT** (Kim Jackson)

We will move from weekly newsletter to monthly newsletters during the summer.

We will include get a wrap-up legislative report in the June monthly newsletter.

A revised social media policy is in the works. Amy Maddux will bring revisions to the new board for consideration.

**GRADE LEVEL UPDATES.**

**6th Grade** (Michelle Galindo):

The 6<sup>th</sup> grade field trip to Dave & Buster's was on Tuesday May 21.

**7th Grade** (Nicole Weaver)

May 30 is 7<sup>th</sup> Grade Awards Day at 9:30 am in the theater.

May 31 is the 7<sup>th</sup> grade field trip the Main Event. We need 15 chaperones – a Sign-Up Genius has been created to gather those volunteers.

**8th Grade** (Jill Davis)

The 8<sup>th</sup> grade promotion ceremony is May 29 at Delmar Stadium.

The 8<sup>th</sup> grade field trip to Fiesta Texas is on May 31.

Meeting is adjourned at 9:08 am.

Submitted by Karen Smiley.