

January 22, 2015, 6:00pm

West PSCO Meeting Minutes

1. **Treasurer's report:** We are currently running under our budgeted expenses. Our Christmas Tree sale raised a profit of \$5,745.14, which will be used to go towards technology purchases for the school. Ms. Caruthers discussed purchase of chromebooks with this money to allow for more computer-based projects. Leftover funds from the tree sale will be used for audiobooks. Additionally, our Gym Fundraiser was successful at providing new tumbling mats for our physical education program. We are still seeking someone(s) to spearhead our spring food fundraisers. Lastly, we will be working with staff to procure test preparation materials for students to prepare for the PARCC. For more details on our income and expenditures, view the monthly treasurer's reports on the school website. Copies of the latest and previous treasurer's reports are available at www.westschool.org. Notable updates include:

- a. The amount allotted for teachers to spend will be increased to \$100 each to allow more flexibility.
- b. The PSCO will sponsor \$100 toward four class activities. The purpose is to provide enrichment for our scholars and build community among the families.

The groups will be:

- i. PK3/PK4/K
- ii. 1st / 2nd
- iii. 3rd / 4th / 5th
- iv. 6th / 7th / 8th

Requirements:

- i. Must be open and feasible for the entire class – students and parents.
- ii. Must receive authorization from the PSCO prior to the event.
- iii. Must submit receipts within one week of the event.

This message will be passed through room parents.

2. **Principal's report:** Ms. Caruthers reported on the following topics:
 - a. Enrollment / budget. Our enrollment is growing, with a target of 285 seats next year (we are at 275 now). Our largest area to focus on is 1st – 5th grades. The lottery system will be run differently next year, so we will have to figure out how to manage outreach during lottery enrollment.
 - b. The PARCC. Ms. Caruthers ran through a sample math question from the PARCC at the 3rd grade level, noting the level of complexity of how students must answer (i.e., not just multiple choice). Testing will be done on different days for each grade, but all within the month of March. It is not yet clear how grades will be reported back to parents.
 - c. End of the day dismissal. Parents should expect kids to be excited at the end of the day, but still safe and orderly. PreK kids are dismissed to their parents directly from the two playgrounds. Elementary students are dismissed one grade at a time. Middle school students exit the front door and are expected to proceed up the main walkway and not remain in the playgrounds. Parents should feel empowered to respectfully correct any misbehavior (e.g., running into younger kids) and expect an appropriate response from the student. Any issues can also be reported to the staff outside and / or to Ms. Caruthers.



3. **Book fair / family reading night:** Rebecca Hertzberg spoke about the plans for the Scholastic book fair. A signup sheet for volunteers will be posted shortly. The next planning meeting for the committee will be on Tuesday January 27, 2015. Contact Carrie Tiller for additional information (carrelle_tiller@yahoo.com).
4. **Claire's Gourmet Fundraiser:** We typically run a fundraiser from Claire's Gourmet (frozen desserts and such) in April. This fundraiser is expected to net approximately \$500 - \$1,000 for the PSCO. A group of people are needed to manage distribution of the items on the day of delivery, including calling people to remind them of the pickup time and sorting the delivered items. Please contact Josh Hertzberg if you are interested in helping out (Josh.Hertzberg@westschool.org).
5. **Spring Dance:** While it seems far off, it is time to start planning the spring dance, which is scheduled for May 8th. Anyone interested in forming a committee should contact Josh Hertzberg at Josh.Hertzberg@westschool.org.
6. **Mural Project:** Michael Britton has been working with the Community Alliance for Upper Fourteenth Street to find funding for a mural on the 14th street side of the school. The mural would notionally be put on panels attached to the wall and could include ideas from students at the school. More detail will follow once funding can be arranged.
7. **Garden Grant:** In late January the PSCO will be applying for a \$10,000 grant from DC OSSE for a school garden program. The grant will pay for oversight and classroom co-teaching and field trips with City Blossoms - a group dedicated to working with DC Public Schools to create outdoor learning opportunities for students with emphases on connecting food production and gardening to wellness and nutrition, incorporating class curricula into outdoor spaces, and in Spanish and English. The grant will support a school garden coordinator to help maintain the gardens with classes, and to help coordinate City Blossoms and interested classes.

A number of teachers have expressed interest in this partnership. If your class is interested in participating this spring, summer or fall, please contact PSCO Vice President Nathaniel Gillespie ngillespie16@gmail.com.
8. **Early Childhood / Lottery:** Ms. Perez-Reyes discussed the Early Childhood lottery, which runs through March 22, 2015 for PreK-3 and PreK-4 grades (children must be 3 or 4 by September 30th, 2015). For further information, parents can visit www.myschooldc.org.
9. **Future PSCO meetings:** in the West library:
 - a. Feb. 26 at 6:00 PM
 - b. March 26 at 8:45 AM
 - c. April 23 at 6:00 PM
 - d. May 28 at 6:00 PM.