

2024-25 Horace Mann PTA Meeting Agenda
 Tuesday, October 29, 2024 HMS School Library
 6:00-7:00pm

Agenda Item:	Who:	Time:	Notes:
Welcome and Introductions <ul style="list-style-type: none"> ● Call meeting to order Welcome and Thank you ● Approval of the minutes: <ul style="list-style-type: none"> Approval of the Minutes: PTA Meeting Notes 9/25/24 – Horace Mann School PTA ● PTA meetings for 2024-25 (All meetings in HMS Library 6-7pm) <ul style="list-style-type: none"> ○ Tuesday, Feb 25 ○ Thurs, May 15 	Grace	5 min	Intros Attendees: Andrea Gleckner; Allison Deep; Amy Kortuem; Jim Litwin; Grace Hanson; Mark Lindskoog; Sam Smith; Sarah Monro; Jennifer Butwinick; Sarah Liuzzi; Jaime Wilhelm; Allison Broughton; Tasia Stuart; Alex Stuart; Allen Gleckner; Sarah Haley September Minutes approved Next meeting is February 25
Principal's Forum <ul style="list-style-type: none"> ● Update on Leadership Team ● Progress Reports ● Conferences 	Mr. Litwin	10 min	Update on Leadership Team <ul style="list-style-type: none"> ● Thanked attendees for their input on recruiting families for leadership roles. ● Three families have been selected to join the leadership team. Progress Reports <ul style="list-style-type: none"> ● A copy of the new progress report was distributed to PTA attendees. ● Families will receive a link in Perspectives this week to access the parent portal. ● Progress reports must be completed by teachers by 10/30 at 8 AM. ● Grading Scale Changes: ● The grading scale has shifted from 2–11 to 1–4, with 4 indicating on or above grade level. ● Teachers can add the comment “above grade level” where applicable. ● Kindergarten Teacher Feedback:

			<ul style="list-style-type: none">● Feedback indicates the new scale may not be suitable for kindergarten; for example, a child may receive a “3” despite not reading yet.● The intention is to assess students based on their current performance, rather than where they are expected to be by year-end.● Report Structure:<ul style="list-style-type: none">● The progress report will feature fewer items and will be two pages, double-sided, with fewer items scored.● The hope is that this format will lead to richer discussions during conferences.● Social and Emotional Components:<ul style="list-style-type: none">● There are fewer social and emotional components than in previous reports, with a focus on the standards students are expected to meet.● Future Improvements:<ul style="list-style-type: none">● The coding and student information system is complex, but efforts will be made to streamline processes moving forward.● Discussion Points:<ul style="list-style-type: none">● The scores reflect current performance rather than end-of-year expectations.● The format will be numerical and not translated into bar charts.● The intention is for parents to review reports and guide discussions during conferences.● Simplified Language:<ul style="list-style-type: none">● This version of the report aims to reduce teacher jargon, making it easier for parents and teachers to communicate. <p>Conferences</p> <ul style="list-style-type: none">● Principal Litwin’s Tips for Conferences:<ul style="list-style-type: none">● Prepare for potentially uncomfortable news regarding your child by engaging in open dialogue.● Use the "Three Whys" technique to ask insightful questions about what children share.● Consider asking:<ul style="list-style-type: none">▪ How can I support my child’s schoolwork at home?
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Teacher updates	Mr. Lindskoog/ Ms. Kortuem	5 min	<p>Ms. Kortuem</p> <p>Conferences</p> <ul style="list-style-type: none"> ● Ms. Kortuem and Mr. Lindskoog echo what Mr. Litwin says about conferences ● Remember “we don’t know as much about your child as you do” ● Please share any information to help us understand your child better <p>Palpable Student Enthusiasm</p> <ul style="list-style-type: none"> ● From a teacher’s standpoint, they are super excited about Mr. Litwin sleeping on the roof for Read-a-thon! ● Teachers feeling like “things are back!” make-it, take-it will be good to have back, boo-bash was a huge success. Thank you to the 4th and 5th graders and all the volunteers. <p>Mr. Lindskoog:</p> <ul style="list-style-type: none"> ● Focusing on reading support and math core. ● Echos enthusiasm for Read-a-thon. There was a lot of buzz around the initial assembly when a guest from Dodge Nature Center brought an owl to help with kick off. ● Ambassadors created posters, and materials were sent home. ● QR code for donations is now active—hope the kids enjoy the books! ● Implementing SIPPS (Systematic Instruction of Phonics and Spelling) for grades 2-5 to strengthen reading skills through structured and repetitive instruction. ● Conferences available for parents who wish to meet with Mr. Lindskoog in addition to student’s grade teachers
School spotlight – WINN reading program	Mr. Linskoog		<p>Reading Small Groups Overview for kids grades 2-5</p> <ul style="list-style-type: none"> ● Group Structure: <ul style="list-style-type: none"> ○ Composed of 3-7 students per group, with 7 groups operating daily. ○ Targeted for grades 2-5. ● Daily Format: <ul style="list-style-type: none"> ○ Sessions last 20-30 minutes, focusing on: <ul style="list-style-type: none"> ▪ Phonemic awareness

			<ul style="list-style-type: none"> ▪ Phonetics ▪ Sight word practice ▪ Guided spelling ▪ Shared reading ○ Consistent daily repetition helps instill reading routines for students. ● Funding: <ul style="list-style-type: none"> ○ Initially funded through COVID relief. ○ Future funding is uncertain, but there is some special funding available to sustain the program. ○ The program extends through high school. ● Additional Resources: <ul style="list-style-type: none"> ○ For more information, search "SIPPS" on YouTube SIPPS youtube <p>Reading Support for K-1:</p> <ul style="list-style-type: none"> ● The Reading Corps person focuses on K-1 students who may be struggling. ● Paige Villiard volunteers, supporting about 9 children total ● K-2 teachers dedicate 20-30 minutes daily to direct phonics instruction, with some TAs assisting in these sessions.
Treasurer's Report	Sam	15 min	<p>Approved Budget - September Meeting</p> <ul style="list-style-type: none"> ● Overview: <ul style="list-style-type: none"> ○ Minimal financial activity early in the school year. ○ Financials are in good shape, with a small amount of revenue from membership dues. ● Expenses: <ul style="list-style-type: none"> ○ Deposits made for: <ul style="list-style-type: none"> ▪ Venue for the silent auction ▪ New software for online bidding ○ Funds allocated for: <ul style="list-style-type: none"> ▪ Field trips ▪ Classroom residencies ▪ Art adventure programs ● Future Updates: <ul style="list-style-type: none"> ○ No major financial concerns noted in the first couple of months.

			<ul style="list-style-type: none"> ○ Expect a more substantial financial update in February. ● Membership Dues: <ul style="list-style-type: none"> ○ Suggested including a link for membership dues in Perspectives. ● Field Trip Funding: <ul style="list-style-type: none"> ○ Field trips funded in quarterly increments, explaining the allocation of \$3,000 for these activities.
<p>PTA Team Updates (see below)</p> <ul style="list-style-type: none"> ● Read-a-thon – kick off in a month ● Make It Take It is back – Dec 5 ● Conference Meals ● Book Fair 	<p>Team Chairs</p>	<p>10 mins</p>	<p>Committee Updates and Events</p> <ul style="list-style-type: none"> ● Make It, Take It: <ul style="list-style-type: none"> ○ Committee has been reformed with co-chairs Allison Deep and Sarah. ○ Approved date for the event: 12/5. ○ Promotion will begin in November, including a link for RSVP and volunteer sign-ups. ○ Seeking donations for snacks and beverages—more details to come. ○ Participants will be making five crafts. ● Silent Auction: <ul style="list-style-type: none"> ○ Managed by Allison Deep. ○ New software will be used; it's cost-effective yet powerful. ○ Venue and date confirmed: 3/21 (Friday) at the Rauenhorst Ballroom, St. Kate's. ○ Theme: "A Night with the Stars" (Movie/Hollywood theme). ○ Rusty will be present at the event. ● Read-a-Thon: <ul style="list-style-type: none"> ○ Kicking off on Monday. ● Conference Meal: <ul style="list-style-type: none"> ○ A sign-up link for meals will be provided soon; exploring catering options. ○ Ms. Korteum suggests considering timing for food service: <ul style="list-style-type: none"> ▪ Possible sandwich options starting at 3 PM and ending by 6 PM. ▪ Discussion about offering more grab-and-go food, especially with lunch on Friday. ○ Timing considerations for conferences: Thursday evening, all day Friday, and the following Tuesday. ○ Coordinators not present at the meeting—follow up with teachers regarding access to PTA funds. ● Upcoming Events: <ul style="list-style-type: none"> ○ Scholastic Book Fair: 11/7 and 11/8.

			<ul style="list-style-type: none"> ○ Free Family Fun Night (Movie Night): 11/21.
<p>News / Updates</p> <ul style="list-style-type: none"> ● HM School website (see below) ● Horace Mann Spiritwear Store: https://shop.game-one.com/minnesota/saint-paul/horace-mann-school 		5 mins	<p>\$9,262 raised at Boo Bash, which dropped the price per student for Eagle Bluff (5-day outdoor experience for 5th graders) from \$413 to \$211! Encourage parents to submit pictures for Boo Bash for the yearbook!</p>
Recognition / Shout Outs / Thank yous			<p>Directory Update</p> <ul style="list-style-type: none"> ● Acknowledgment: <ul style="list-style-type: none"> ○ Shout out to Sarah and her dad for their help with the directory! ● Completion Timeline: <ul style="list-style-type: none"> ○ The directory should be finalized soon. ○ Anticipated electronic availability by Friday. ○ Printed copies will be available in the office for families by early to mid-November. ● Printing Options: <ul style="list-style-type: none"> ○ Affordable printing services available at SPPS public school offices.
Open Forum / Action Items		5 mins	
Adjourn			

HM PTA website: www.hms-pta.org If you have any questions, comments, or suggestions please email web-admin@hms-pta.org

Employer match: We also encourage families to check with their employers as many offer a company match to the cash donations made by their employees

Team Reports:

Free Family Fun nights - 2024-25

Other events planned for this year:

- FFF Night || Thursday, November 7, 2024
- FFF Night || Friday, January 10, 2025
- FFF Night || Thursday, March 6, 2025
- Ice Cream Social || Thursday, May 8, 2025

Read-a-Thon

Read-a-Thon planned for the month of November with kick off Monday, October 28th.

Once again we joined efforts with the Give to the Max group, enabling matches of \$0.01 per minute read plus another \$7,500 in matching donations.

We just ordered our books using book fair credits from Scholastic, saving about \$600.

We are now finalizing the communications strategy, the details of the Principal Challenge, and the special guest of the opening ceremony.

Make it Take It is back

Family Community Service - Interest Survey

Book Fair

Auction Committee:

The auction committee encourages anyone who is interested in helping to plan this year's event to contact Allison Deep at alli.deep@gmail.com

Field update

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Volunteers needed

In order to run our amazing events, WE NEED VOLUNTEERS! Please consider signing up for one event or committee this year, using this volunteer interest form. Only have an hour to spare? Great! Check "yes" to the last question on the interest form. Want to get a bit more involved in the decision making for events? Check "yes" on the first question to join our board! We have openings.

For questions contact Christine Holloway at VOLUNTEER.COORDINATOR@HMS-PTA.ORG