

Roguewood Elementary PTO Meeting Minutes- DRAFT

January 14, 2025



Attendees:

Justin Rito (President), LeeAnn Brunetz (Vice President), Kendra Brubaker (Events Coordinator), Megan Stelzer (Secretary), Sandra Castrillon (Treasurer), Rachael Considine (Volunteer Coordinator), Amie Santillán (Principal), Jillian Bartsch, Kristin Ward, Hannah Gallagher, Megan Rewa, Heather Berkenpas, Doren Colley, Mark Swan, Kristen Beals, Becky Norris, Kenn Brown, Amanda Glover, Jessie Salo, Stu Malafa, Brooke Russell, Julie Belfer, Michelle Harris, Rachael Macklin, Mary Ward, Kara Oldenburg, Salka Armstrong, Christina DeYonker, Katie Leighton, Nuala Palmer, Scott Beckman, Jason Dykstra, Victoria Van Loo, Justyna Schab, Annie Malafa, Theresa Campbell, Rebekah Chino, Lesa Bergsma, Ravyn DeWitt

Meeting called to order by Justin Rito at 7:01 pm

- Welcome by President
- Approval of Minutes of November 11, 2024 PTO Meeting
 - Motion by Kenn Brown to add names of security personnel present at the meeting. Motion seconded. Motion passed
 - Motion by Kenn Brown to the name of the person who seconded the motion to remove Camey Brown. Motion seconded. Motion passed
 - Motion by Kenn Brown to add that no reason was given to remove Camey Brown. Motion seconded. Motion passed

- Motion by Kenn Brown to include the statement of resignation by Camey Brown. Motion seconded. Discussion. Motion failed hand vote
- Motion by Kenn Brown to make the statement of resignation by Camey Brown available to Roguewood administration for parent review. Motion seconded. Discussion. Secondary motion to also include the discussion of the motion to remove Camey Brown. Second. Secondary motion failed. Original motion failed hand vote.
- Motion by Kenn Brown to include the names of the people who commented during discussion of the motion to remove Camey Brown. Motion seconded. Discussion. Motion failed.
- Motion by Kenn Brown to add pm to the time. Motion seconded. Motion passed.
- Motion by Mark Swan to approve the minutes as amended. Motion seconded. Motion passed
- Approval of Minutes of November 25, 2024 Special Meeting
 - Motion by Kenn Brown to add that it was a Special Meeting called by Sandra Castrillon and Megan Stelzer. Motion seconded. Motion passed
 - Motion by Kenn Brown to add names of security personnel present at the meeting. Motion seconded. Motion passed
 - Motion by Kenn Brown to add Jesus Santillan to the attendees list. Motion seconded. Motion passed
 - Motion by Kenn Brown to add names of security personnel present at the meeting. Motion seconded. Motion passed
 - Motion by Kenn Brown to change Acting President to Acting Chairperson and to correct the name of the acting chairperson. Motion seconded. Motion passed
 - Motion by Kenn Brown to record the vote totals for the elections. Motion seconded. Motion passed
 - Motion by Kenn Brown to add that no comments or questions were permitted. Motion seconded. Discussion. Motion failed.
 - Motion by Christina DeYonker to approve the minutes as amended. Motion seconded. Motion passed
- Presentation by Rockford Education Foundation representative Jason Dykstra
 - [REF](#) is focused on funding projects to help students. They have given away over \$2 million in grants. There is an application process for student and educator

grants of different sizes. Volunteers are also needed to help at events and raise money. [Rockford Taste](#) and Rockford Eats are upcoming fundraisers.

- President's Report- Justin Rito
 - Bylaws Committee- Propose to create a committee at today's meeting that will propose changes to the bylaws by the May PTO meeting.
 - We will be following Robert's Rules in our meetings.
 - Parent Comments Policy recommended to the assembly:
 - "Each Roguewood PTO membership meeting will include an opportunity for member comments after New Business is complete. Members who wish to comment must submit their intention to make a public comment by noon the day before a meeting and will have three minutes for their comments. The PTO President will then have the opportunity to respond to comments after all parent comments are complete and may seek guidance from other board members or school administration for clarity during her/his comments. This rule does not preclude members' rights to comment on or discuss motions during Old and New Business items. Feedback and questions can always be sent to roguewoodpto@gmail.com"
 - Motion by Mark Swan to adopt the Parent Comments Policy. Motion seconded. Discussion. Motion passed.
 - Social Media Policy has been distributed. Recommend to review and approve during New Business.
- Treasurer's Report- Sandra Castrillon
 - Budget Update- We do not expect to receive income for 4th Grade Wax Museum as it will not be done this year due to the curriculum change. Teachers are reviewing options.
 - Finance Report- November, December & January transactions presented
 - Helping Hands- We received an anonymous monetary donation that was not needed due to all items being donated. Sandra suggests using it for a future "Unmet Needs" program such as Summer Fun or Back to School supplies. Input requested from the assembly. Sandra will check with the donor on their preference.
 - Discussion on Spirit Wear and administration gifts.
- Principal & SI Report- Amie Santillan
 - School has had a great first week back and is starting screening, goal setting and assessments. Celebrations have been planned for some classes already!

- On 1/20, there will be staff PD day for data review and development. Teams are looking at opportunities for enrichment and intervention.
- Outdoor Learning Teacher will be coming for a winter lesson- Thriving in Winter and Tracking Down the Code.
- New classroom furniture will be installed in June.
- The RPS District website has been updated. Please send any feedback you have on the changes.
- Battle of the Books has begun and kids are starting to read the selected books.
- Spanish Immersion students will do Spanish proficiency testing in February. El Puente bridge ceremony will be held soon for 1st grade to celebrate their Spanish speaking.
- The new CKLA curriculum has been challenging, but students are showing great growth.
- Answered a question about injuries/sickness during school.
- Staff Report- Rachael Macklin
 - K- Learned about traditions around the world, including reading a story, The Night Tree, and making seed balls for the animals to hang in Roguewoods. Also, read versions of the Gingerbread man and decorated cookies. In January, they are learning all about animals' needs for shelter and making winter books.
 - First- SI is looking forward to El Puente on 2/19 with support from SI Boosters. In literacy, learning about Mayan, Aztec & Incan civilizations, working on complete sentences and studying nouns and verbs.
 - Second- Preparing for Blandford Nature Center field trip to learn about snow survivors, animal adaptations and go snowshoeing. Learning to tell time in math. Studying ancient Greece and Greek mythology in literacy.
 - Third- In December learning about Holidays around the World and had HS exchange students visit. In literacy. Finished Ancient Roman civilization unit and now into light and sound. Math units on measurement and multiplication strategies. Celebrating Michigan's birthday on January 26th in social studies.
 - Fourth- Spent a week at Zoo School observing and interacting with animals & behind-the-scenes experiences. Investigated their families' heritages and created a project and luncheon.
 - Fifth- Finished their museum redesign project and held a gallery walk between classes. Top students will have their projects displayed at a GRPM event.

Participating in the Native Tree Legacy Project and choosing a tree to plant in Roguewoods. DARE starting this month.

- Unfinished Business

- Bylaws Committee- We are recommending the appointment of a Special Committee to review and recommend edits to our bylaws by May 1, 2025. We are recommending that the President and Secretary fill two of those roles and one additional parent be nominated and elected tonight for the third chair. After tonight, those chairs will meet to fill that committee with additional members.
 - Motion by Christina DeYonker to establish a Bylaws committee chaired by the President, Secretary, and one parent chair. Motion seconded. Discussion. Motion passed.
 - Call for nominations for the parent chair of the Bylaws Committee. Mark Swan was nominated by Lee Ann Brunetz. Stu Malafa was nominated by Kenn Brown. Statements given from nominees. Mark Swan deferred nomination. Stu Malafa was elected as parent chair.
 - Anyone interested in participating in the committee may sign up at the meeting or email roguewoodpto@gmail.com
- 5th Grade End of Year Celebration- Anyone interested in helping may sign up at the meeting or email roguewoodpto@gmail.com.

- New Business

- Social Media Policy- Presented before the meeting for review.
 - Motion by Mark Swan to review the policy presented and make critical updates as requested. Motion seconded. Motion passed
 - Motion by Mark Swan to add 7 days notice with a written copy of changes will be given for any future changes to the policy. Motion seconded. Motion passed.
 - Motion by Mark Swan to approve the updated policy and create a Social Media policy committee. Motion seconded. Motion passed.
 - Motion by Mark Swan to include Social Media policy review in the Bylaws Committee. Motion seconded. Motion passed.
- Spring Parent Gathering/Muffins with Moms
 - Feedback is being requested on this event through the PTO [survey](#) sent out January 6th. Discussion will be held at the March PTO meeting on any changes to the name, format, food, etc.

- PTO [Survey](#) - Please provide any feedback on PTO activities via the survey. The board will review and update at the next meeting.
- Motion to adjourn by Christina DeYonker. Motion seconded. The meeting adjourned at 8:31pm.

The next regular meeting is Mar 11, 2025. Meetings are bi-monthly

Website- <https://roguewoodpto.weebly.com/>

Facebook Group- [Roguewood Elementary PTO - Rockford, MI](#)