



PTO Executive Committee Virtual Board Meeting
November 11, 2020

Attendees: Beth Carmody (Principal), Sara Dahlstrom (President), Nissa Cox (Vice President), Sandra Carlson (Treasurer), Brenda Miller (Assistant Treasurer), Annie Cudney (Communications), Amy Kay (Communications), Nicole Roberts (Secretary)

Call to Order at 9:05AM.

Approval of 10/7/20 PTO Exec Board Virtual Meeting Minutes

Minutes sent via email. Sara motions to approve. Sandra seconds. All in favor.
10/7/20 meeting minutes approved.

***Nicole will enter the 10/7 minutes on Drive and email the 11/11 minutes to Exec Board by 11/18. Nicole to attend 11/24 School Board meeting and report back.**

Yearbook Update

Photo Collectors in all classes. Yearbook appreciates outdoor photo opportunities. Will ask Kate Hughes and Billy Spicer for photos, including Halloween. Planning "Looking Back" section to show pre-pandemic group photos of fourth graders.

Principal's Report – Beth Carmody

Higher Covid numbers affect staffing. Eight to ten staff members out per day (mostly due to close contacts or having children quarantined from other schools). Screening of New Trier students leading to increased PCR testing. Pending tests mean that siblings cannot attend school. Increased burden on remote learning classes. Teachers prefer in person learning and want to stay in school. Approach to going remote in schools or classes will be piecemeal based on the circumstances. District is refining the remote plan as a contingency. Institute day will allow time for remote learning teacher workshops.

Teachers were relieved to see survey response that only 13% of families are traveling for Thanksgiving. A similarly limited number of teachers are traveling. Related arts lessons allow teachers time for planning and help students maintain focus. Beth and teachers are available to explain need for related arts lessons to parents.

President's Report – Sara Dahlstrom

Like Crow Island, HW will host new family Zoom coffee hour. Three time slots across different days, including a Kindergarten specific meeting (allowing opportunity for K

families to join other Zoom times if more convenient). 26 new families. One is joining next week. Will ask Billy Spicer to create images of school interior for Kindergarteners.
***Sara will help facilitate new family Zoom coffee hours.**

Staff appreciation

Sara and Nissa planning an appreciation video from families. Will ask different questions of different groups to keep video interesting. Can release video to teachers before Thanksgiving and e-blast to families. Children on the no-photo list can opt out. Staff holiday checks coming on the 14th.

***Sara and Nissa will solicit video submissions next week.**

World Travelers: Event a success. Ordering new banner and weatherproof sandwich boards, perhaps from World Traveler's budget.

Spirit Wear: Second sale this week. No numbers yet. Nissa emailed parents.

Community Building: Sara and Kristen Ellis discussed HW movie at home night (maybe 12/11). Can send children home with snacks and request photos for yearbook. Inexpensive. Game night also planned for January. Can purchase games wholesale and send one home with each family.

Assemblies: Gina Gooden exploring springtime assemblies. Will report costs. MLK Day could be districtwide assembly with WPSF assistance.

***Sara will check in with Central PTO about MLK Day.**

Virtual Book Fair Update – Amy Kay

Fair next week. Liz Delzel created teacher wish list based on survey. Live on web next week. Easy Spirit Week dress up ends with dress like your character day. Fair purchase orders can be made throughout the year. We will post banner and sandwich boards. Parents need to know that (excluding teacher wish list) the books must be shipped to their home, not the school.

***Communications will post Book Fair shipping info to PTO Website.**

***Nissa and Sara will consider utilizing room parents to promote fair (perhaps during Tues or Wed).**

Treasurer's Report – Sandra Carlson

Staff luncheons and holiday checks upcoming. Maintaining similar investment levels as in past. Projections are conservative. Unclear when Mayfest will return. PTO saved money on World Travelers and other events. Hoping this will balance out. Received rebate check from photographer (\$1500 to \$1800), likely from last year. Community Building budget might be used for other things. Fall Cleanup came from beautification line item. Sara coordinates beautification committee.

Vice President's Report – Nissa Cox

Room parents will check in with new families in their pod and help publicize the upcoming Zoom coffee (likely week of Dec 7 or 14). Brenda will alert Nissa of future new families after receiving school supplies email from Margie. Barry Rogers working on math forum for the district.

Communications Update – Annie Cudney

All set for next Item. Constant Contact changed platform, so rebuilt template for a cleaner, more modern look.

School Board Meeting Report – Sandra Carlson

Board pleased with survey results. High participation. Strong comfort level for children in schools. Identified priority areas for refinement. Trisha reviewed how to utilize weekly Covid dashboard. Addressed the petition. There is no algorithm for determining model (all in versus hybrid or remote). Looking at IDPH transmission data. So far, no transmission in schools. Allowed us to stay open. District wants to optimize hybrid before opening completely. Given rising levels and holiday travel, district does not want to risk extending to full day during flu season. Will revisit metrics in December and start to develop all-in plan. No plans to go all remote between Thanksgiving and Christmas.

HW school building does not have square footage to maintain six feet of social distancing in a full day in-person setting.

Next HW PTO Exec meeting will be on 12/2 at 9am.

Meeting adjourned at 10:47am.