



PTO Executive Committee Virtual Board Meeting

September 9, 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 9:02am.

Welcome and Gratitude – Sara Dahlstrom

Grateful parents thank HW and D36 for their efforts to welcome children back. PTO eager to support teachers and families as they adjust to new tech and health protocols.

Secretary Introduction – Nicole Roberts

Minutes will now have action items in bold. Secretary will continue to send flowers and cards to any grieving staff on behalf of PTO. Vice President will manage PTO emails.

***Nicole will email meeting minutes to Exec Board by 9/16.**

President's Report – Sara Dahlstrom

Calendar overview

***Annie will attend 9/22 School Board meeting and report back.**

- 9/24 Go to School Night: Fifteen minutes of synchronous programming to allow parent Q & A, followed by recorded videos. Same for WPSF. State of IL has updated curriculum to prioritize important standards. Beth will provide links and highlight changes with curriculum slide. Parents welcome to send questions after viewing program.
- 10/02, 12/11, 2/19, 4/16, 5/14 Faculty Fun Lunches: Boxed lunch.
- 9/15 & 10/20 Picture Day and Retake Day: Stuart Rogers contacted. Becky Sanderson organizing. Special plan for remote learners. Krista Wray also has screen shots of remote learners.

***Nicole & Alicia will acquire remote learning photos for Yearbook.**

- 10/21, 1/27, 4/21 Virtual World Travelers: Sara Boulos and Nurca Bozkurt brainstorming. Could do AM & PM or from 11:45am to 12:15pm to include all learners. With notice, children getting special services during this time can attend. Pre-recorded experience also possible. Can include recipes or menus. Notice to teachers will allow them to build on themes. Japan and Egypt chosen, third is TBD.

- 10/30 (tentative) Ghost Walk: Possibly individual classes can do this at different times. Parents would be required to social distance in Mann Park, no treats, and simple costumes that do not require teacher support.
- 11/18 Virtual Book Fair: Moving forward. ***Amy working on Fair.**
- 11/20 PTO Fall Luncheon: Canceled. Negligible budget impact.
***Nissa will explore room parent hosted Zoom happy hour.**

Activity Update

***Sara will plan virtual assemblies during remote or early release days.** Gina Gooden is the Assembly Chair. Option to participate live or watch recordings. Kindergarten assembly with topic for children and parents would be helpful (e.g. “how to learn in nature” or other useful info). Zoom time now unlimited because Sara joined using President’s Fund.

***Brenda will propose virtual assemblies during early release days to Central PTO and inquire about WPSF funding.**

Committee Update

Sandy and Sara re-allocating committee members whose events are canceled or postponed. ***Sara and Green Team will possibly organize a socially distanced fall clean up (or spring).**

Teacher Rep

Rotating rep offered, but PTO agrees one is not necessary at this time.

General Comments

***All members will start brainstorming for fundraising opportunities.** Assembly fund possible. Other schools sell wrapping paper. Sara has idea to sell yard signs.

Principal’s Report – Beth Carmody

Positive feedback for hybrid plan. Teachers happy to return in person. Federico extremely helpful. Classrooms disinfected during symptom-based evacuations, while 007 is used as overflow. Currently no positive cases in district. School is supporting Kindergarten and its remote learners. Need to increase certification on Crisis Go. Staff asks for patience with tech rollout. Sending queries to help desk is best.

***Nissa will explore whether room parents can assist in using tech or reach out to help desk on behalf of group.**

***Annie will recommend in Item that parents review health Guidelines (with link) and remind parents to certify on Crisis Go as early as possible.**

***Beth will check on if/when Crisis Go will become an App.**

***Annie will reach out to Jennmarshall@winnetka36.org and ask to provide families with tech contact so they can CC her along with help ticket. If so, Annie will introduce help desk staff in the Item.**

Teachers grateful for PTO support, appreciated boxed lunches. Positive feedback means a lot to teachers right now. Parents permitted to give bagged gifts that teachers can open after 24 hours.

Treasurer's Report – Brenda Miller and Sandra Carlson

BTS Budget update. Great numbers so far. Order button is live until Friday. Post meeting update with final numbers: 100% participation in School Supplies, 81% in Yearbook, 88% in Teacher Gift (collected \$9,880), 75% of families participated in the PTO Donation, raising \$7,475.

VP Report – Nissa Cox

31 room parents. Generally, two room parents for AM and PM. 15 remote families, 20 kids from Hubbard Woods. The students in the district's remote classes are from all the elementary schools. Nissa sent welcome email to remote families and teachers. They will not have traditional room parent but Nissa is largely filling role.

Communications Report – Annie Cudney and Amy Kay

***Annie will remind chairs to submit content by Wednesday before each Item.** Next submission is due 9/16.

***Annie will send e-blasts for Spirit Wear deadline and Picture Day.** Spirit Wear will be available for viewing in front of Sara's house (7:30-8:30am and 12:30-1:30pm).

***Amy and Sara will abbreviate "Quick Reference Guide" for easy home printing.**

***Sara will confirm assembly dates with eye toward scheduling during remote only days or early release time.**

Meeting adjourned by President Sara Dahlstrom at 10:46am.