



PTO Executive Committee Board Meeting
September 1, 2021

Attendees: Beth Carmody (Principal), Nissa Cox (President), Anne Babick (Vice President), Anna Anderson (Treasurer), Amy Kay (Communications), Michelle Cullen (Assistant Communications), Jessica Newell (Secretary), Sara Dahlstrom (2020/21 President), Gary Wendt (Teacher Representative)

Call to order at 9:05am.

President's Report – Nissa Cox

Review of Exec meeting dates and assigned school board dates. General review of PTO role at Hubbard Woods and community. Reminder that the PTO is a parent-led committee and we are open to ideas and feedback.

Thank you to Sara for cleaning up the PTO Google drive - please be mindful of the new org system. Save your items in the appropriate folders with the same naming system. Back to school was a big success! Back to School committee (Peter Eck) did a great job promoting - yard side distribution and the coffee. Turnout was great! Suggestion to skip popsicles at this event next year.

New Parent Popsicle playdate was also a great turnout! Suggestion to have a KINDER family take this over. May be easier for a graduating kinder family to help answer new family questions.

Buddy Program was also successful. Discussion about being mindful when using school terms - not everyone knows what these events and/or terms mean. Make it simple and user friendly for someone new. Let's work on better communicating as though we are writing to everyone being "new to school".

School supply delivery was good, with minor glitches. A few outstanding families yet to pay. Elke will connect with Margaret Reynolds to wrap this up. Beth will handle Angel Fund families.

Teacher/Staff first week - everyone got an Amazon gift card (lots of excitement over this!) Kerry Rogers coordinated a well received teacher lunch.

Beautification Committee - families seemed engaged with the garden, everything has been watered. Planters are done and look good. Committee set a watering schedule through October. There's a new teacher committee "Green Team and Landscaping" that works to incorporate students.

Kiddo's lunches started this week - so far so good. They are delivering to each classroom.

Resource Center/Cushion Project - looks so good. Thanks to Jen Decker for her help in pushing to get this done in time.

Spirit Wear sale is 9/3-9/17. Still waiting on link. Will put samples out a few times for families to check out options and sizing.

Pizza Fun Lunch - deadline to signup is 9/3 and it starts on 9/10. All kids getting pizza delivered to their classrooms. Beth coordinates with the Angel Fund parents for this offering.

Back to school night is 9/14.

Picture day is 9/21.

Parent/Staff party is 10/1 @ Westmoreland CC. Tix are \$75/person, including 2 drink tickets. Teachers/staff are covered. Pushing start time earlier so teachers can more easily attend (don't have to go home and back). Dress is casual/jeans. We're pushing this up to a fall date so we can hold it outside. Rain or shine.

World Travelers - first one being held on 10/18. No lunch option this year. Suggestion to not have lunches come back for this event.

Secretary Report - Jessica Newell | Approval of 6/1/21 Meeting Minutes:

Minutes emailed ahead of the meeting for review. Amy motioned to approve. Sara Seconded. All in favor. Minutes are moved.

Principal's Report - Beth Carmody

Back to School night has a new format in place of the hour long presentation in the auditorium. Splitting families up alphabetically, each teacher has 30 minute sessions. A-L meet 6:30, M-Z meet 6:40-7:10pm. We are trying to decrease crowd size. Trying to do away with the heavy curriculum focus. Will allow teachers to speak directly on their room focus for the year. Big level curriculum information will be available online and can be provided if requested. Goal of this new format is to build relationships with the parents.

Beth will look into how to format her email so it comes from "Beth Carmody" (instead of Margie) and will look into changing the design for a better user experience in reading. Milk/juice and extended play are going well - very popular but the new systems this year are confusing. Beth will connect with the school district on how to better create a flow of new users. Right now people can sign up the day of and there's no way to record this. Process needs to be streamlined. Question came up if we have to offer milk/juice next year?

Arrival/Dismissal is going well. Just need to work on encouraging parents to leave the playground after dropping off.

Teacher Representative Report - Gary Wendt

WGST is back and the room has been fully madeover. One of the walls has been painted as a green-screen. All of the old equipment has been removed and the room has more space. Moving all WGST to an on-line platform (We Video). PTO may be asked to help source/fund 5 pieces of furniture for the room. The show format has

changed and we are looking to try new things but also incorporate old ideas. Possible spring field trip to WGN (HW parent has a contact there).

Vice President's Report – Anne Babick

There are 35 room parents - suggesting that the first email to parents of the class go out within the first week or two of school. Directory Spot will not be updated until the end of September.

Treasurer's Report – Ana Anderson & Elke Rehbock

Progressive Fund (school savings account) will be moved into our general checking account for WGST and other future capital improvements.

Communications Report – Amy Kay & Michelle Cullen

Item's have been emailed and we've received a few concerns that some people aren't receiving it. Items go out to email addresses used when registering for school. People not receiving can email the Item editor email (mentioned in the Principal's newsletter). Future e-blasts coming out: spirit wear on Friday. Back to school payments closing (including with spirit wear blast). Next Item going out on Tuesday because of Labor Day.

Next Meetings:

School board meeting on 9/21 - Nissa will attend.

Exec meeting on 10/6 - Anne will host.

Meeting adjourned at 11:00am.