



**PTO Executive Committee Virtual Board Meeting**  
October 7, 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), Maggie Beitler (Former President)

Call to Order at 9:05AM.

**Approval of 9/9/20 PTO Exec Board Virtual Meeting Minutes**

Minutes distributed via email. Sara motions to approve, Nissa seconds. All in favor. 9/9/20 meeting minutes approved.

**\*Nicole will enter the 9/9/20 minutes on Drive and email the 10/7/20 meeting minutes to Exec Board by 10/14/20.**

**Yearbook Update – Nicole Roberts**

Photo Collector volunteers in every class except for two. A virtual orientation is scheduled for 10/14 from 8-8:30pm (same date as last year's). Yearbook is following up and confident we will have enough volunteers.

**Treasurer's Report – Brenda Miller and Sandra Carlson**

100% school supplies purchased. Budget in great shape despite no May Fest. Some donations received. PTO had close to \$30K during end of last fiscal year. Back to school payments collected \$7475 in PTO donations this year (up from \$6K budgeted for). If we dip into checking due to cancelled events, we will still have \$20K remaining. No budget cuts necessary, other than for canceled events. Brenda shares June budget, showing surplus in past years.

PTO still considering potential spring fundraiser. School should not be afraid to ask for support. Beth does not anticipate funding needs currently. District covers Covid supplies and WPSF offering teacher grants. Focus should be on virtual experiences to engage students. WPSF will assist with virtual assemblies and continue to support teachers, including through micro-grants of up to \$250 (quick online form, 72-hour processing). Can fund voice amplifiers, etc. Teachers can make Amazon wish list.

The Grand discontinued receipts program. \$100 surplus from school supplies. Despite event cancellations, we can still provide staff lunches (budgeted for extra cost of bagged

lunches). Money for staff retreat will push to next year. Some expenses allowed for virtual events. Total expenses up \$6400. Net negative \$12,905.50.

### **Principal Report – Beth Carmody**

School is grateful for PTO. Ideas for community building online events appreciated. Kindergarteners and new families would enjoy Zoom social, perhaps including Q & A with library or park district. Positive feedback for teachers helps. Treats appreciated.

Survey results incredibly positive in terms of recognizing teachers. Differences in completion time for remote assignments were expected. We must share message that it is okay for children to struggle during assignments, as this will lead to growth. Teachers will support those that finish early by offering optional work. Teachers are maximizing in-person learning time. This means limited down time for children at school. Teachers understand if children need to take breaks from online specials.

No Ghost Walk. Costumes permitted with usual face masks. Each class deciding how to celebrate. School planning something special in addition. **\*Sara will consider featuring a magician on Zoom (Date TBD).**

Thinking about fourth grade traditions and Pioneer Room. School is waiting to see whether restrictions change and if a single infection has spread among two local sports teams. School is determining when/how to open playground.

Thinking ahead to winter, Beth is increasing overflow capacity for symptom-based classroom evacuations. Cleaners have agreed to waive 24-hour waiting period for disinfecting bathrooms so that school can maintain required number. Teachers are prioritizing certain standards but have not lowered goals or expectations. Smaller classes sizes have made for extraordinarily strong learning experiences.

Strong Map scores for third and fourth grades, particularly in reading. Parents confident about instructing their children in reading. **\*Nissa will explore how to support parents in providing math instruction. \*PTO can encourage parents to contact teachers with any assignment related concerns.**

### **9/22 School Board Meeting and Communications Update – Annie Cudney**

Director of Student Services, Beth Martin, is retiring. Position expanded to deal with equity, not just special needs. 109 remote-only students. Hybrid working well. Covid testing kits for teachers are highly accurate, but results take two business days. Staff appreciate outdoor spaces, connecting with students, and safety protocols. Lack of planning time and balancing multiple classrooms is demanding. Teachers committed to priorities in curriculum. Speech and OT have been difficult without in-person. Instructors getting into rhythm. Some students receiving one on one support.

Communications committee will continue working to update website. Kudos to Amy for last Item newsletter. Sara has letter to go out Friday for Fall Clean up.

**\*Sara will provide Fall Cleanup sign up to Amy and CC Annie on Thursday.**

### **Virtual Book Fair Update – Amy Kay**

Anderson's has virtual plan. Online platform complicates teachers requests. Liz Delzell will help determine books for teachers. Anderson's suggests using start and end date. Books shipped to customers. We will encourage parents to share links with extended family. We can do Fair from November 16 to 20. Beth suggests "dress up as your favorite literary character" day to remind of Book Fair's last day. Can display banner.  
**\*Amy will get teacher wish lists from last year and accept any marketing materials from Anderson's.**

### **Vice President's Report – Nissa Cox**

Halloween: no food, but room parents can offer to provide craft kits, etc. **\*Nissa will have RP email teachers offering support for Halloween.**

### **President's Report – Sara Dahlstrom**

Picture Retake Day: coming up on 10/20.

Teacher Lunches: may substitute one lunch for treat due to additional lunch costs.

World Travelers: one day of video and recipe provided. Hoping to release during lunch. Will include Q&A session. Right now, scheduled for 10/21. Wondering if we could do November 4 to 6 and provide an experience each day? Yes, but must be sensitive about election related comments and anxieties. Can also include kindergarteners and have trivia connection.

Fall Cleanup: divided school into 24 zones. Map provided and marked with tape. Social distancing achieved no matter when helpers arrive. October 24 and 25 are rain backup. All families invited. Families will work together and commit 60 minutes. 12 slots for each day (9am to 4pm). BYO gardening supplies. Marketed as service project. Lawn bags provided. Signup goes out on Friday.

**\*Nissa will have RP follow up on Tuesday if Fall Cleanup openings remain.**

We may reassign zones if certain areas are cleaned on Saturday. Bob and Lindy will evaluate. Project helps instill pride in school grounds and may become a new tradition. Other chairs from canceled events being reassigned. Tents are coming down in November. Windows will remain open based on teacher comfort.

**\*PTO will encourage families to join Fall Cleanup**

**\*Sara will forward Fall Cleanup email to Beth for feedback before sending to Amy.**

**Meeting adjourned at 10:37am.**