

PTO Board Meeting Minutes
August 26, 2020

Welcome and introductions at 6:30pm. Called to order 7:05 via zoom call.

Principals Report – Heather Halabu

Recent activity and updates:

- Hired last Thursday evening. Getting up to speed to start off the year. Looking forward to working closely with the PTO and welcomes communication.

3 new staff: Emily Elbode – Music; Caitlin Concannon – 3rd Grade and Andre Charley - new social worker. Opening staff training on 8.25 Learning this week and next about Schoology.

- Meet and Greet on Sunday to meet the families. Requesting that families stay for approximately 5 minutes, based on grade level, so that we don't have 300 people at a time.
- Hoping to send out the class lists on Monday, August 31 via email.
- Week after Labor Day is half days. No content just working out technical issues and connectivity. Week of September 14.
- Starting 8:10 and going to 3:03 to align with best recommendations for Elementary School children.
- Tech distribution will begin next week. The district is asking that ALL families take them up on the offer because they have already been purchased and they will be preloaded with appropriate apps. Will be more secure and safe and better ability for staff to support connectivity. Y5-1 get iPads and 2-5 get Chromebooks.
 - Don't yet have details on dimensions for cases, etc. Adrienne Licata to request information.
- All group activities are virtual until we have safer environment. The priority will be for youngest kids to come back onsite first.
- Identified the need to plan a retirement celebration for Mike Madison once we are able to get back together in person.
- Sample schedule attached.

New Business & Reports: Jen Miller

- Spiritwear – Tammy Bauer looking to identify a new company for the printing that will be less expensive and more profitable. Need to determine when to offer; need to coordinate to ensure that we are not doing sales at the same time as Dicken Dash. We would plan to go with a company that will deliver directly to homes rather than deliver to Dicken for distribution. Consider having a specific window of time for ordering.

- Reviewed open Board and Chair positions (to be finalized before September meeting):

- Hallie Jewell joining as Volunteer Coordinator
- Jessica Giardini will be joining as Communications Coordinator
- Hospitality co-chair – open
- Possible co-chair for enrichment – open
- Silent Auction – chair open (Hallie interested)
- Fundraising – co-chair open
- President Elect - open
- Treasurer Elect – open

- Fall Fundraising

- Community Night Out being scheduled
- Steve Weinberg working to have the Dicken Dash virtually this year. Considering some other options such as logging miles over a few weeks or a month (Dicken Distance) and incorporate other activities such as steps or minutes of activity.

Decision: Motion approved to move forward with a Dicken event focused on community and promoting activity. We will not have a fundraising goal for families, and we will clarify what we will be spending funds raised on. We will also look into offering past community supporters' promotion if they are unable to support.

- We will focus on Everybody Goes Grocery Shopping, Amazon Smiles, Little Seedling donations, and box tops to focus on activities that people are doing anyway. Jen Miller will plan on regular communication on these opportunities.
- Discussed opportunities to support teachers and families with virtual learning and granting wish lists. Ms. Posey requested that we focus on communication to help families with connectivity and have money on hand when we can be back in-person. And, we were unable to raise funds through the auction in the Spring. Considering virtual field trips or events. PTO will cover cost of teacher wish lists that are not initially covered by families. Consider offering headphones for families that request them.
- Free library at the school garden. PTO may help to acquire books. Look into supporting scholarships through Scholastic. Consider donating money to Peace Neighborhood so that they could buy books or otherwise support them. Liz Arnoff to get info on Scholastic.

Report- Outs/ Questions

Treasurer – Agustina Fragner

- No first day physical packets; they are sending information digitally (remove from budget)
- Reviewed budget and discussed revisions made to address changes with virtual start to school. We will look to approve a final budget at the September meeting.

Teacher Liaison – Jessica Posey

- Encouraged us to figure out a way to get the kids a t-shirt and making books available.
- Looking to see if all teachers have an ethernet cord to improve connectivity.
- Teachers shared ideas and did some initially shopping for the wish lists but they don't yet know what they will need so we will keep the wish lists open as needs are identified.
- Special teachers were not included so Jen Miller will reach out to ask for their wish lists.
- Parents can email Amazon gift cards to teachers via email (use Amazon smiles!)
- Considering coffee or gift card for day 1.

Staff Liaison - Adrienne Licata

Secretary – Kim Walsh

- February meeting minutes approved.

Fundraising – Anna Lavery

- Community Night Out August – Hungry Howie's

Volunteer Coordinator – No updates

Room- Parent Coordinator - Tammy to send form to Lauren (Room Parent Coordinator) to get information information from Teachers on their likes.

Enrichment- Dana McPherrren – Holding off on enrichment activities because there is a lot of free content available. We will reassess when we come back in-person.

Communications – No updates

Hospitality - Barb Authier –

- Saturday, September 19 at 11:00 am free, virtual show through Ark. Barb will send out an invitation to encourage families to join a Dicken Watch party (<https://www.theark.org/shows-events/2020/sep/19/justin-roberts-ark-family-room-series>)

PTOC – Rebecca Ankeney - No updates

Next PTO Meeting not yet determined. Jen will set with Heather and send a schedule.

Meeting adjourned at 8:54pm.