**Randolph Middle School PTO**

**Board Meeting Minutes**

**September 22, 2020**

The Randolph Middle School PTO held a virtual meeting of the PTO Board on September 22, 2020 via Zoom. Presidents Brad Lindsey and Jody Para presided. Erin van Vuuren served as Secretary. Brian Bambauer, Leah Nazworth, Victoria Johnson, Allie Lemons, Elizabeth Salmon, Heidi Giffin, Kristen Hendrix, Annie Lord, Ann Manning, Kathryn King and Sonya Snowden were also present.

**Call to Order**

Jody Para called the meeting to order at 6:05 p.m.

2020-2021 board members were introduced.

**Principal’s Report**

* Readiness -

1. EC students returning to school on Tuesday.

Other students begin returning Nov. 23

Ways we’ve been preparing:

* + Footprint marks on ground to ensure social distancing on arrival
  + Health screenings daily: questions and temperature checks
  + Lots of signage
  + Hand sanitizer stations
  + Posts with chains to help with 2-way traffic in halls for halls that can’t be 1-way
  + Plexiglass in front office
  + One-way signs purchased
  + Distancing marks no floor outside restrooms, other distancing measures in restrooms
  + Water fountains closed except bottle fillers; cups provided for filling; personal water bottles encouraged
  + Six-feet distancing banners in cafeteria
  + Moving out 8-10 desks from each classroom, every 2nd desk marked off, with 6-feet distance between all occupied desks
  + Ducts cleaned (We were deemed to have adequate ventilation, didn’t make it on the higher-need lest for upgrading air filters)
  + Isolation room (in the old PTO room) for anyone that fails screening but came on the bus or is already at school
    - Spirit wear, etc moved to the testing room; other PTO things in work room in the media center

DATES: Starting Plan B on Nov. 23; teachers required in building 2 weeks prior unless approved for remote-only work by HR

There will be about 750 total students in-person, with about 1/3 of that attending each week

**Web Cams:**

Principals across the district have been discussing the plan for student learning during weeks at home, after in-person learning resumes. Consensus is that the most efficient option is webcams that allow livestreaming. Students at home will livestream instruction, and then log off to do independent work while the teacher works more directly in person with the students present in the classroom.

Asking PTO to help with about $1,200 toward web cams for teachers. (Total cost about $2,200.) This could come out of instructional or technology line items.

PTO agreed.

Quote ($38/camera) is through CMS-approved vendor. Discussed considering other vendors (Tech Soup) that may have deals for nonprofits, but may need to stick with approved vendor in case of tech support, etc. If we used another vendor all money would need to go through the PTO.

**Direct Give Campaign, Jody Para:**

* Direct give will be more difficult this year.
* Goal lowered to $30k this year from $40k. So far raised about $9K. A little behind same time last year, but that’s expected.
* TJ is incoming president for next year and will help with campaign. Goes hand in hand with community partnerships. Will focus and update those materials. Open to ideas. We know times are tough and are hoping those who are able will donate to help with webcams, sanitizers, etc. Need to be ready and willing to help our school and students. Will promote this and PTO membership.
* Board discussed noting specific items that we need on the Direct Give promotions. “Here’s what we need to buy, and here’s why.” Possibly “$50 provides X; $100 provides Y.”
* Most giving online, but can still send cash or check to the school
* Fliers with envelopes will go home with students when they return to school
* Can promote that money given will help provide webcams, stanchions, chains, signs, extra disinfectant for teacher, protective items for EC classrooms, etc.

**Treasurer Report (Leah Nazworth):**

Working on preliminary budget. $9800 now on Direct Give. That’s about 70% of where we were last year at this time. Membership at about 600 for PTO. So far we have purchased PPE/signage; brought in Firehouse Subs for teachers for lunch (local, black-owned business); writing check for agendas…may lose some money from agendas; PayPal coming in with donations

Jody suggested that we could ask parents about business sponsorships (offering signage in return)

**Critical Needs (Annie Lord):**

* Extensions students are coming back. VERY special needs. Some kids need to be fed, etc. and most are not going to be able to wear masks.
* One teacher did research into what we can do to create a barrier. It’s basically a coat rack on wheels with plexiglass zip-tied, so a partition between instructor and child at all times. These would come in handy all the time (not just during COVID). The teacher made one with her own money. Cost about $120-150 to build one.
* Brian and Jody agreed that we will give about $500 from teacher grant budget to build three more of these partitions, and reimburse the teacher for her costs on the first one.

**Volunteers (Allie Lemons):**

* Parents can’t currently come in the building, so not promoting this now.
* Will put specific needs in the eblast.
* Maybe do a drive in January for more tissues, sanitizer – parents can help sort
* Can help with staff appreciation
* Maybe get parents to help collate packets for students to take home when they come back in person; will include blue emergency contact cards so we can get more families on ConnectEd emails.

**Beautification:** No news.

**Teacher grants (Allie Lemons):**

* Allie will look into subcommittee to help review the Google doc; will email blurb and link to Brian
* Will run EC partition request through teacher grants
* Will run virtual field trip request through teacher grants

**Scholarships:**

* May need to reallocate these funds this year.

**Student recognition:**

* Would love to to SOMETHING when we come back. Would like to provide as much sameness as possible. Gift card for ice cream?
* Brad suggestedsome sort of big something to welcome kids back? Banner? Balloons

**Spirit Wear:**

* We have a bunch of tshirts bc didn’t to Raider Day
* Online store is open

**Other:**

* Considering spirit nights at restaurants.
* Erin van Vuuren’s husband will help film a staff member for a virtual tour of the school

**Key Dates:**

Sept 28 – Teacher workday – no school

Oct 7 – Early Release Day

Oct 13 – PTO Board Mtg 6 pm

Oct 19 – Teacher Workday

November 3 - Teacher Workday

November 10 - PTO Board Meeting - 6pm

November 11 - Veterans Holiday

**Board Meeting Dates:**

9/22

10/13

11/10

12/8

1/12

2/9

3/9

4/13

5/11

Meeting adjourned 7:11 p.m.