

September 2020 PTO Meeting Minutes

Grove Elementary
September 17, 2020

Welcome: Kevin Hankis

- **Introduction of Board Members**
 - Lost two board members since last year (treasurer and second VP)
- **Approval of New Board Member** (Sonya Kao)
 - Approved
- **Discuss 2020-2021 Budget**
 - **Pending Audit:**
 - Need to have an audit when we have a new treasurer. We'll have an audit report by the next meeting as well as a budget update.
 - **Fundraising Opportunities:**
 - We've been having discussions about needs for the year, fundraising opportunities.
 - School improvement grants and teacher grants are on pause until we know more about the school year and complete the audit.
 - Continuing to fund BrainPop and Scholastic.
 - We are trying to be conservative with our spending not knowing how the year will pay out.
 - We will be having a virtual Gator Run as well as Pie Sales
 - Decided to pause Unraiser to let families settle into the virtual environment.
 - Continuing the dine-out nights where we can.
 - We want to hear from parents and teachers as we continue to prioritize funds.
- **Discuss Upcoming Virtual Gator Run**
 - Doing a virtual Gator Run on October 3 and 4
 - Still seeking sponsors and reaching out.
 - Deadline to sign up is Monday, but Select Screen is going to be as flexible as we can. Still getting sponsors, but not expecting as much as we've had in the past.
- **Discussion on Bylaws**
 - Background: Bylaws haven't been updated since 2012. The Executive Committee is closing the loop on changes that were proposed in 2015 but never fully adopted.
 - Changes to the bylaws require 15 days' notice to the PTO before they are voted on.
 - A copy of the bylaws will be published on the PTO section of the Grove Elementary homepage.
 - Please send any proposed changes to groveptosecretary@gmail.com no later than Friday, Sept. 25. We will get a copy of the proposed changes online by October 1 for discussion at the next board meeting.
- **Discuss Open Board Position**
 - **2nd Vice President:** We appreciate the service of our last second VP. We don't have to fill this seat, but would love a volunteer if someone wants to join the board.
- **Discuss Open Committee Positions:** We prefer for these not to be members of the executive board.
 - **Hospitality:** Still want to do some things to support the teachers. We want to do a lunch or something as a thank you for everything they are doing.
 - **Room Parent/Basket Coordinator:** Still want to try and create some fun activities and are hoping we'll be able to do Family Fun Day, so we don't want to leave the position open.
 - **Script:** Coordinates the gift card sales around the holidays.
 - **Citizens Advisory Council:** We have two spots, prefer for this not to be a board member.
 - **Directory:** Kate O'Donnell is already working on this.

Treasurer's Report: Sonya Kao & Kevin Hankis

- We were lucky to get Family Fun Day behind us before the pandemic. It allowed us to have a cushion going into this year. Ended the year with about \$20,000.
- Recently paid for Scholastic and BrainPop, which is about \$5,000. We usually have most of our expenses front-loaded at the beginning of the school year.
- Trying to focus on giving and paying for things as easy and contact-free as possible for families (PayPal, Venmo, etc.)
- Trying to be conservative in our spending until we have a better idea of how the year will play out, what we'll be funding, and what type of fundraisers we'll be able to conduct.

Principal's Report: Sarah Edwards

- Thank you to all the parents in the Grove Community.
 - o We know we are asking a lot of you and the students and appreciate everything you are doing.
 - o Making improvements quickly. The kids seem very engaged.
 - o Big thank you to the staff – they are learning the technology, the teaching practices and are making them work quickly.
- Grove's 20th Anniversary this year.
 - o New mural inside the school with pictures of all the Kindergarten classes from the last 20 years.
 - o T-shirts are for sale
 - o Have a car bumper magnet that every family will get (will come home in the next packet pickup)
 - o Hoping to have an event at the end of the year.
- Communications: Looking for suggestions for help on communications.
 - o Keep the most important stuff at the top (headlines)
 - o Bullets would be helpful.
- Packet Pick-up this Friday for K, 3, 4, 5.
 - o Next Packet Pickup will be October 2 for all grades
- There is a lot of work going on behind the scenes. We know there are a lot of opinions about what is happening and what people want to happen.
 - o The District will communicate more as new decisions are made.
 - o Parents will hear more from the district by October 1.

Teachers' Report: Heather Damery

- Thank you to all the parents and kids.
- Thank you for continuing to support BrainPop and Scholastic. The teachers are continuing to make use of these tools in the virtual environment.
- PTO grants are awesome for the teachers, but okay to put them on the backburner for now. We are confident the PTO will continue to be flexible as the situation changes.

Committee Reports:

- **Hospitality** – Sonya Kao & Liz Johnston: Planning a thank you lunch for the teachers on an upcoming packet pick-up day.
- **Box Tops** – Amber Patterson
 - o Collecting Box Tops and Coke Tops
 - Can submit receipts virtually through the Box Tops App
 - o Can tabs are being collected by a 5th grader to help Ronald McDonald House in Chicago following damage during protests.
- **Butterfly Garden** – Grove Girl Scout Rep (Gina Bainter): No Update
- **Room Parent / Basket Coordinator** – No Update
- **Citizens Advisory Council (CAC)** – No Update
- **Grove Website** – Rebecca Scott: No Update
- **Script** – No Update
- **Spirit Wear** – Beth Marsh & Emily Thomas: Planning to do spirit wear and will do it this year.
- **Volunteer Coordinator** – Denise Fyfe: No Update
- **Book Fair** – Rebecca Scott: No Update

Unit 5 Board Update: Mike Trask

- Thank you for all the patience parents have given through the process. We appreciate all the feedback.
- Thank you to all the administrators, staff and teachers. We know how much work it has taken to move to this environment.
- We are watching the metrics and are hoping that we will be moving to a hybrid model in mid-October.
 - o We think we can make the hybrid model work for all ages, not just high school.
- More information will be coming in the coming weeks as final decisions are made. Also hoping to be able to continue offering a fully virtual option for kids who may not be able to safely return to school.

Upcoming Events: Kevin Hankis

- **September 21** – Deadline for Gator Run
- **September 23** – Portillo's Dine Out Event
- **September 25** – Teacher Institute Day
- **September 30** – Late Start

- **October 3 & 4** – Virtual Gator Run
- **October 14** – Late Start

Closing: Kevin Hankis

Next PTO Meeting: October 15, 6:00 p.m.