

**Garfield Elementary PTA meeting
September 14, 2020 @ 6:30 - 8:00 pm
Via Zoom**

Draft Minutes

Present: Marianne McIntosh, Emalie Huriaux, Jenny Jenkins, Kate Jennings, Laura Reese, Kathryn Akeah, Lisa Horton, Jen Olson, Brendon Chertok, Kaelynn Sabin

Called to order at 6:35

- Welcome and introductions
- Approval of Minutes, if any (Jen)
 - Plans on posting minutes to website in the future. Emalie moved to approved minutes. Minute approved as read.
- Principal Report (Brendon)
 - Tanya has asked that the teachers report be put back to staff. Brendon will have a new name soon.
 - Supplies/box distribution for this Friday/Sat. Pickup for K-2 front of school, 3-5 back of school.
 - Request to PTA for additional volunteers to help with distribution. Send Brendon an email if you can help.
 - Hope to use boxes to keep all supplies in one place, can also be as desk.
 - Using start of year for meeting with families one-on-one.
 - Don't want to lose sight of families, want to develop routines, once foundational pieces in place can move on to assessments.
 - Will be setting up open office hours – meet via zoom several times/week.
 - Building Equity: Thinking of creating an open forum, invite families in for open conversation to help each other get better at distant learning
 - Would like to re-open pantry for families. GES had grocery vouchers, gas vouchers - would like to respond to families who have expressed desire to help collect groceries/distribute. Looking for ways to distribute food out to our families. Maybe through scheduled visits. Need to get clearance through district.
 - Question: Have there been any thoughts on having the preschool or kindergarten in person or hybrid model (small classes this year).
 - Answer: Following health department guidelines. If we do start out with hybrid model, will most likely start with younger kids.
 - Question: Is there any talk about having classes or anything outside?
 - Answer: Hasn't been thought through as to how do we roll that out equitably across all schools.
 - Questions: Thoughts on having a 'community building' event outside? to accommodate for those families that don't have technology or yard or other resources or are working 7 days a week and don't have time to attend something.
 - Question: Eating in classrooms if we move back to hybrid model. Could we use outdoor space for eating times (keep masks on while inside).

- Teacher Report (Tanya?)
 - None – reported.
- Communication with Families – since not able to do usual hands-on activities; how can we provide better (and virtual) communication with families?
 - Welcome letter
 - Previously just shared with just kindergarten families.
 - New ideas:
 - Should we provide a copy in each of the ‘supply boxes’?
 - Attach to Brendon’s letters
 - Maybe doing monthly newsletter – email out to families (events, updates of last meeting, volunteer opportunities)
 - Membership signup
 - Mailchimp
 - Mailchimp allows people to add on themselves. Can use html code to imbed code in
 - Website
 - Kate and her husband are revamping website through Weebly
 - Be able to accept membership fees
 - Currently pay \$49.95/year for domain hosting
 - If we want to upgrade, will be \$12/month, can sell up to 25 items.
 - Emalie will look into MailChimp option
 - Suggestion to use Slack channel - informal way to communicate with families that may be hard to reach
 - Weebly works with square, we already have it, only \$200 more per year to add purchasing upgrade.
 - Motion made to decide on web-based subscription for \$20/month or less. Motion passed.
 - Need to utilize website, FB, email, flyer in boxes and communications through Brendon’s letter.
- October - Typically meet and greet meeting for those interested in PTA. Ideas to-do this virtually? Zoom Social prior to meeting?
 - Brendon – monthly get togethers as whole school - maybe bring people in for a zoom celebration and recognition of - prizes (such as apparel);
 - Maybe a DJ for virtual dance party. Virtual zoom party similar to graduation. Jenny and Emalie willing to help research this event.
 - For October meeting – have online bingo? Other game? Winner mailed prize.
- Change future PTA meetings- School Board meetings on 2nd and 4th Mondays
 - Moved to 1stst Monday per month with time limits on agenda items with goal to keep meeting to one hour. **(UPDATE: Meeting kept same date due to School Board moving their meetings to Thursdays)**
 - Can possibly have sub meetings or business meeting prior to open meeting to be able to leave time during open meeting for more open-ended discussion (less business)
- Financial Report (Kate/Marianne)
 - Remaining tasks for closing out 2020 year

- Discuss fundraisers - active and passive
 - Amazon, Stormans, Combined Fund Drive -
 - Emalie to find out what might happen at barns and noble
 - Marianne to look into cookie dough sales
- Upcoming PTA trainings
 - May present at information at future meeting of things we may or may not have (ie. Standing rules)
- Sharing and additional thoughts
 - Dance party volunteers – Jenny, Jen, Emalie
 - Nurse Phyllis masks - have just arrived. (50) \$10 each.
- Adjourn at 8:00