

Lincoln School PTA Meeting Minutes, September 2, 2020

Meeting Called to Order: 7:00 PM

Meeting Attendees: 21

Opening Ceremony

- Pledge of Allegiance.

- Welcome and introductions

➤ **A motion was made by Kelly Boza to approve the May 2019 minutes. Kate Prasse seconded the motion. The August minutes were approved.**

Report of the Executive Board

Jen took over president at the end of the summer. Some committees have been moved as we eliminated the position of president elect. Shared PTA Organizational Chart. Some program chairs may report to different executive board members. Please refer to PTA organizational chart for details.

Recording Secretary – Molly Wangler

- If you are not going to be at the meeting and have something to share please email it to me along with your assigned committee chair.

Corresponding Secretary – Tanya Chwojko

- Nothing to report

VP Programs – Kristy Maiers & Patti Giobi

- Many programs are postponed for now due to Covid. Some programs such as chess club, reflections, reading and Leo's obstacle course may be available virtually. One Lincoln One Book may move to a club which will be virtual.
- Renne Pawlowski is asking that pictures be upload to Treering for the yearbook.

VP Ways and Means – Kate Prasse & Megan Melson

Kate's report:

- Book fair has kicked off virtually.
- No carnival in October. Hope to do a carnival/send off to Lincoln in April
- Charleston Wrap will be an added fundraiser this year.
- will do classroom baskets as a spring fundraiser after spring break.
- Adult trivia hopefully in January.
- Room Reps- Morgan Gwillim is sending out emails to recruit room reps. Will be needed as a liaison between teachers and parents, teacher gifts or class activities. Room reps will handle class baskets. Room reps will be asked to attend all PTA meetings because so much is happening this year.

Patti's Report re: Book Fair:

- some orders have come in. Kids should be able to access books via their google accounts. Patti available for questions via email also on Insta and Facebook. There is a link to Mrs. Barnabee's classroom to listen to books
- Shared screen to see how checkout at virtual book fair will work.
- If you set up an account with Andersen you can have kids add to wish list
- In checkout its important to include school name and school city so that Lincoln receives income
- Patti will pickup books once per month on Fridays in September. Email Patti if you would like your books picked up vs. shipped to home

Morgan Gwillim:- reached out to teachers for wish lists for bookfair. She will pass these along to corresponding room reps once assigned. Room reps will then be able to gift books to teachers at holidays.

Jen Kramer - asked if we could included links in the blast for grade specific books including preschool and middle school. To assist directing parents to age appropriate books. Barnabee to add to her email as well. Patti agreed to work on

this for the PTA blast.

Megan Melson: Reported on Charleston Wrap. Several D205 schools are using Charleston Wrap already. We receive 30-40% of every \$1 earned. Everything is digital and contact free. Order online, ship to home. Trying it out this year to make up deficit from fundraising dollars we aren't earning this year. Will start 10/2 for 2-3 weeks. Will be included in the blast starting Mid-September

Morgan: Room Reps. Sign ups needed. Morgan is going to ask teachers to include

membership from reps sign up needed. Morgan is going to ask teachers to include in end of week emails to recruit reps.

Treasurer's Report – Kristi Phipps

- Financial Report was provided. **See report for specific details.**
 - To Date Expenses: Monthly revenues are expected from membership dues along with spirit wear. Year to date income total is \$1,038
 - To Date Revenue: \$1317.
 - Cash Carry Forward Balance – Currently reporting a cash carry forward balance of \$37,047 - more than usual since programs canceled last year.
- Budget committee met over the summer. Plan revisit budget every month as a board. If you have a new event or need more money there is a process for that and Kristi will help. Budget likely to change what was predicted earlier in the summer **Please see Budget Report for specific details**
 - Proposed Budget: 36,768

President-Elect –N/A

President – Jen Kramer

- Michelle Huber reported on Membership: 114 families signed up so far, Will continue to include membership in the weekly PTA blast.
- Jen K items
 - Outdoor classroom has been planted and weeded.
 - Dianne Schenkenburg is working on directory and directory spot. October 1st is final date to join PTA and have access to directory spot. Welcoming committee did books containing "all about me" for each kindergartener in lieu of play date at park.
 - Pep Rally/Road Rally - completed. Thank you to Mrs. Barnabee to help coordinate.
 - School Supply Kits - Kelly Boza spoke re: link on blast to order take home folders
 - Staff Appreciation: Executive board provided coffee and treats last week. Kristin Morrow provided prepackaged snacks. This budget will

meal. Refreshment provided prepared by vendor. The budget will be increased if we can meaningfully fundraise this year. Instead of monthly meals committee may be providing smaller snacks. Hillary Simonds suggested sharing at PTA council so different schools can share resources for vendors that provide individually packaged foods/ meals.

- o Audit Committee - Audit completed in July 2020. Audit committee reviewed all income, expenses and checks from 2019-2020 school year. All financials were in order and correct.
 - **<A motion was made by Kate Prasse to approve the audit and Michelle Huber seconded the motion.**
- o **Please** Bring expense requests directly to Jen's House if possible (address 665 S. Euclid) to avoid Jen or other non-staff going into school. Committee members can request the newest tax exempt letter from Jen

Principal – Jennifer Barnabee

- Thanked all for patience with tech issues. Praised staff for learning and trying the new technology.
- What will hybrid look like: Administrative meeting 9/4/202 to finalize. There

will be two groups (A and B). Last names A-K (group A) will meet in school M and Tu. Last names L-Z (group B) will meet on Thur-Fri. Wednesday is still a remote day for all. Schedule M-F stays the same 8:15-1:15. Daily schedules that teachers have established will also stay the same.

- How will teachers teach remote and in class: 2.5 hours where you will be doing synchronous activities (e.g. whole class lesson for reading, writing and math) with the teacher and 2.5 hours of asynchronous work (e.g. in breakout rooms, working independently, small group activities).
- Teachers have started Running Records (reading assessment) in place of Fountas and Pinnell assessments.

Michelle Huber asked will kids in class work with kids on zoom as we move to hybrid. Mrs. Barnabee affirmed. Mrs. Barnabee said we can expect less time on the computer as time goes on and likely more collaborative in small groups as everyone becomes more comfortable with technology.

Jen Kramer asked about 5th grade patrol and arrival procedures. Mrs. Barnabee responded: Paw prints (different colors for each grade level) have been painted to have kids line up in socially distanced manner. All procedures will be communicated

to parents before school starts. Students and parents need to wear masks to school drop off/pickup. Lanyards will arrive to put with ID's. Each child's ID will be scanned when kids arrive which will connect to self-certification that parents did at home. Students will be allowed in the building at 8:05.

Hillary Simonds asked about food and how will the school communicate how information will be communicated about procedures for returning to school. Mrs. Barnabee responded that two 15 min breaks are scheduled to go outside. parents encouraged to pack two walkable snacks. Kids will be walking around the school. Recess is not possible due to inability to sanitize equipment. Kids should dress for all weather. In regards to communication - this will be finalized tomorrow at district administrative meeting. Not sure yet when this information will be distributed. Possibly next Thursday 9/10 which is curriculum night.

Kate P: asked if there is a way to get an ethernet cord to hard wire chrome books to the house. Fastest means is to buy one yourself. Or can email: eleaminghelp@district205.org

Anna Fergus: asked about Kindergarten iPad cords. Mrs. Barnabee said these are coming.

Jen K: asked about need for parent patrol. Mrs. Barnabee felt it is still needed but unsure how to make it work. Drop off locations will be different for different grades. Will need to consider social distancing. Mrs. Barnabee is going to start thinking it through. Jen K. to look for parent patrol. Kirsty M suggested parents come to the school early to show children where they will line up.

Hillary Simonds asked if kids can bike to school: Mrs. Barnabee says yes at this time. she is going to check on this. Remember to lock bikes.

Kelly Hurdle asked if kids will be required to bring tech and supplies back and forth everyday. Mrs. Barnabee says that everything that comes with the child each day will go home with them each day. Not sure if wipes/sanitizer/kleenex will be needed as of this time

Michelle Huber asked if kids in REACH will go to Mr. Lytles classroom. Mrs. Barnabee answered no because the district cannot mix cohorts. Kids in REACH will stay in class with headphones on. the school will have a small number of "flexible spaces" that can be used for specialized instruction, testing, etc. These spaces will have to go through sanitization between use.

Kristi Phipps asked if teachers teaching from home will be return to classes. The answer is that yes, these teachers will have to return to school. The board denied all requests for teaching remote.

Meeting Adjournment: 9:03 PM

**> A motion was made by Hillary Simonds to adjourn the meeting.
Patti Giobi seconded the motion. Meeting was adjourned.**

Upcoming Dates:

8/31 - 9/11: Virtual Book Fair

spiritwear

9/10: Curriculum night 5:30-7pm via zoom links from teachers

9/29: Next PTA meeting at 7pm via Zoom

10/1: last day to join the PTA and have access to Directory Spot

