

**Mt. Lebanon City Council of PTA's**  
**Council Meeting Minutes**  
**Virtual**  
**September 23, 2020 - 9AM**  
**Agenda**

- I. Call to Order/Pledge of Allegiance
  - Bonnie Dougherty, Council President, called the meeting to order at 9am. The group said the Pledge of Allegiance. Attendance was taken by Bonnie Dougherty.
- II. Approval of Minutes
  - March 2020 meeting minutes as submitted by Rebecca Matheaus were approved.
- III. Treasurer's Report (Allison Carey)
  - A. 2020-2021 Budget
    - Bonnie Dougherty explained that in terms of spending down the surplus, the council will be looking for ideas throughout the year. Additionally, while we would have preferred to lower our "dues" as many of our individual units did, doing so would have required bylaws changes for every unit- which was not a reasonable solution under the circumstances. However, there is nothing in our bylaws preventing Council from refunding a portion of those dues to the individual units, and this is something that PTA Council will take under consideration should the need arise.
- IV. Executive Board Reports
  - A. President(Bonnie Dougherty)
    - Bonnie extended her heartfelt thanks to the Administrators, Recovery Team and Presidents for all their hard work and effort. She was grateful to have the unique opportunity to have an insight into what has been done.
    - On behalf of the PTA Council, she also thanked the teachers and Staff
    - In August, the HS PTSA decided to purchase and assemble goody bags for all members of the High School staff, including custodians and cafeteria employees. Knowing that the majority of the people who

work for District Offices also work in the HS building, the PTSA asked if Council would like to collaborate on this, so that every employee at the HS campus would receive a welcome back gift bag.

- Thank you to Colleen for organizing the gift bag endeavor.
- The welcome bag included items such as stress balls, gift bags, purell, hot chocolate, candy & snacks.
- **Georgia Pogue Recipients for 2020**
  - Without interruption, Mt. Lebanon Council PTA has awarded an annual scholarship to a deserving senior since our inception more than 75 years ago. In 1993 Council PTA voted to annually recognize seven seniors, seven being symbolic of our neighborhood elementary schools. Each recipient receives \$500 toward college expenses. In 1997 Council changed the name of the scholarship in honor of a guidance counselor at Mt. Lebanon High School, Georgia Pogue. Georgia was a beloved and talented guidance counselor who championed all students at Mt. Lebanon. Upon her untimely death, her family bequeathed \$25,000 to the PTA Scholarship fund. PTA renamed the fund the Georgia Pogue Personal Achievement Award in her memory. Nominated by high school administrators, faculty, and/or staff, students must meet the following criteria:
    - a) Have significantly improved their academic performance during their high school career, and/or
    - b) Are all-around good citizens or solid students, and/or
    - c) Are "always there," dependable at doing tasks, but are not necessarily in the limelight.
  - This year, unfortunately the meeting could not be held in March.
  - Bonnie Dougherty extended her congratulations to the 2020 Georgia Pogue Scholarship recipients listed below, their families and the members of the committee who helped award those scholarship:

- The recipients were:
  - Gia Gomez
  - Jackson Gray
  - Daniel Hilf
  - Brian Andrew Lutes
  - Simon Mortimer
  - Luciana Polk
  - Anastasya Radzilowicz
  
- 2. President's Training
  - A tutorial for 'how to be a PTA president' is set up for next week. If anyone is interested please email Bonnie Dougherty.
  
- 3. Website Training - if anyone is interested in website training, an email will be sent out by the end of this week.
  
- 4. Membership
  - Note: each unit should be starting to promote membership in their newsletter. A lot of them are lowering their dues. For example, at the High School a lot of the traditional things cannot be done (like breakfast social, etc), so the dues can be adjusted to bring it down to a level that is acceptable.
  
- 5. Fundraising - hard to say if it is necessary right now. There is still a lot we can't do and but there are some things we can do such as spirit wear sales. We need to rethink how to do it. Email Bonnie Dougherty if there are any questions.
  
- 6. Bylaws - The schools listed below require an update on their bylaws.

- a) The following units are due in 2021(\*please note it is possible that bylaw updates were done in spring but has not yet been voted on. Please send an email to Bonnie if it is done.
  - (1) Council
  - (2) Mellon
  - (3) Washington
  - (4) Howe
- b) Addendum to the bylaws regarding virtual meetings - this needs to be added to the current bylaws and filed and posted/updated on the website

7. Upcoming Meetings - All virtual at this time

- a) 10/21/2020 9:00 AM
- b) 11/18/2020 9:00 AM
- c) 1/6/2021 9:00 AM
- d) 2/3/2021 9:00 AM
- e) 3/3/2021 9:00 AM
- f) 4/21/2021 - Installation Event and Training - 9:00 AM - new and revised online format
- g) 5/19/2021 - Awards Ceremony(Dr.Timothy Steinhauer) - 9:00 AM(This includes the Georgia Pogue Scholarship & the Student Visionary Award)

B. **Superintendent**: Dr.Timothy Steinhauer

Dr.Steinhauer discussed and shared the following:

- Due to this unprecedented pandemic(COVID), changes are occurring on a daily basis.
- We appreciate and encourage cooperation of the entire community to navigate these waters.
- Dr.Steinhauer introduced two new individuals that have joined the school district : Jocelyn Artinger & Lorien Moyer

- Jocelyn Artinger - is the new principal at Markham Elementary. She is a Mount Lebanon resident, parent with a child in Howe and has been an educator for over 15 years. Her past experiences included working with Pittsburgh Public Schools(overlooking literacy aspects in some Pittsburgh neighborhoods). Her most recent employment was as a principal of Propel charter school (Elementary, for 3 years)
- Lorien Moyer - is the new unit principal at the High School. Previously the assistant principal at Canon Mac. She is social studies teacher.

### **School District Updates(Dr.Steinbauer):**

- Dr.Steinbauer mentioned that the school board has approved the move from remote learning to a hybrid model(and the start of Cyber Academy. Secondary level(High School) is expected to start October 5th with a careful introduction(a quarter of students coming in, very slowly). October 13th (Tuesday) the Elementary kids return. Dr.Steinbauer strongly believes that we all can do it safely and effectively. Cyber Academy starts simultaneously. This has been planned since April, 2020.
- Biggest challenge is dealing with the number of returning students and to placing them safely in respective buildings.
- As of now(in reference to the survey sent out) the breakdown looks somewhat as follows :
  - a) High School: about 75%(in person); 25% Cyber
  - b) Jefferson Middle : about 75% (in person); 25% Cyber
  - c) Mellon Middle : about 66% (in person) ; 33% Cyber
    - Some families still need to be contacted
  - d) Elementary : about 82% so far signed up for in-person; 18% Cyber
- We are working through the staffing issue and placing the appropriate staff in respective places. We are confident that we can accomplish these goals.
- Substitute staffing is a significant challenge. Our new Human Resource director - Tenecia Ross - is heading this effort.
- We need to plan the in-person instruction carefully and follow our comprehensive health and safety plan - identify the process that maintains

safety be it hand washing stations, sanitizers, directional signs, markers, physical distancing, cafeteria setup, how to deliver food services in a safe manner, the logistics for elementary kids as they come and go - for example in regards to lunch distribution (grab and go)

- The School Board has worked above & beyond
- Some unsung heroes that need mention: Dr. Ron Davis & Dr. Mary Beth Irvin. They have been working tirelessly since March 13th. Other mentions: Chris Stengel, Unit Principals, teacher leaders, etc
- There is no doubt that the superintendents in other neighboring districts and all over PA are dealing with the same issues - what to do when there are cases of covid, open/close of schools, sports, etc.
- Dr. Steinhauer plans to return to his mindful moments broadcast soon
- There is no greater asset than the parents & community to help this ever changing situation.
- Take note: the district now has an extensive COVID information page on their website. This includes a dashboard with the # of cases in each school. This website also includes all communication since March.
- Dr. Irvin & Dr. Davis both expressed their thanks to everybody for their input and support. Special thanks to the PTA presidents, providing great guidance and feedback. Hope everybody had a positive start to this school year.

#### C. Other Officers

1. Cristina Battaglia - nothing to report
2. Denis Skorskiy - nothing to report
3. Priya Sukumaran - nothing to report

#### D. Committee Reports

1. Technology/Newsletter - please remember if the information is not coming from the building principal or a teacher coordinator, (example girl or boy scouts information, golf lessons) it needs to get approval from the district. If unsure, please contact Bonnie Dougherty to confirm
2. Reflections - it is up to the PTA units if they want to proceed. This year's theme is "I Matter Because."

V. Old Business

A. Report of the 2020 Audit Committee

- Audit committee reviewed PTA Council financials and Georgia Pogue Fund. Findings and recommendations were in good standing - Everything was detailed and thoroughly documented and organized. There were supporting documents for transactions and 2 signers for checks.
- Suggestion: For better organization and easier to follow, possibly use subtitles for certain situations.
- Georgia Pogue Fund - was detailed and organized. There was a deposit incorrectly completely by Federal Union (a number discrepancy, but was well noted by the Treasurer in the records). There was a difference of less than a \$1 in the balance as a result of that error.
- Thank you to Colleen Frank, Angela Kennedy, Amy Shannon-Specter for performing the audit and to Rich Messimer (Treasurer) for all their time, effort and help.

VI. New Business

- A. Open Position - Historian : please email Bonnie Dougherty or anyone else on the board, if you are interested in taking up this position.

VII. Unit President's Announcements - nothing to report

VIII. Questions for Community Representatives - for the purposes of a more brief, concise yet informative (future) virtual meetings, a report will be submitted (instead of actual verbal report presentation). This report will detail what is currently happening in our community.

- A. Mt. Lebanon School Board - Sarah Olbrich: she expressed her thanks to everybody.

B. Reports

1. Mt. Lebanon Fire Department
2. Mt. Lebanon Municipality
3. Outreach

4. Mt. Lebanon Police Department
5. Mt. Lebanon Public Library

IX. Adjournment - Meeting was adjourned at 9:52am.

Submitted by:

Priya Sukumaran, Council PTA Secretary

September 23rd, 2020