

Meeting began at 9:18am

Emily Taylor - Welcome to the PTA Council meeting. Quick introductions of attendees including ages of children, what school they are in, how long in the PTA, and one unique fact.

### Administrative Reports

#### **Dr. Kroeze, Superintendent**

- Start of School - We have had a good start to the school year with some challenges. The students are doing great with masks. In person learning is going well. Lots of credit to the teachers who began training sessions on 7/1. There have been some calendar adjustments. We are trying not to make any other calendar changes, but we need to be flexible. This year is arduous - each decision yields 4 more decisions. Synchronous teaching is improving as the teachers get better with the technology. This is a year where we will look at tweaking things that do not work well.
- Parent Teacher Conferences - We realized that there were not enough time slots for everyone to come in and allow for proper spacing. Substitute shortages mean that we can't use their help to cover conferences during regular school hours. Another consideration using web conferences like Zoom - what if someone arrives early to the Zoom or if a conference ran late and someone else joined. School will still end on June 2nd, and we will use an elearning planning day for the remainder of the Parent Teacher conferences.
- Teachers are spending time restructuring their lesson plans for the elearning environment. This means that the ability to change the lesson on the fly is over.
- Overall a good start. Lots of fear and anxieties about bringing students back into the building have subsided as the school year has started great. Lots of planning has been happening to prepare since March 12th.
- Thanks to the PTA for the stylus and for reaching out over the summer.

#### **Dr. Fournier, Assistant Superintendent for Personnel and Student Services**

- Substitute teachers - 7 parents answered the request for substitute teachers, and advertising through Facebook yielded a few more. Each substitute has lots of training to catch up on (safety, covid, etc). Teacher's anxiety about covid is settling, but this year is arduous and labor intensive for teachers, which means it is a lot for a substitute teacher. There are 3 "steps" of substitutes. Step 1 includes subbing where there is no synchronous learning going on (ie PE). Step 2 is

subbing where the teacher is remote but the substitute is on site. Step 3 is confidence in all synchronous tools.

- Everything imaginable needs to be nurtured and maintained in this learning environment.

**Dr. Arakelian**, Assistant Superintendent of Finance and Operations

- Transportation Report - We are currently in the 1st year of a 3 year contract with North Shore Transit. We have had an amazing start to this school year with an outstanding level of service. Drivers are getting to know their students. The management team from North Shore Transit was there for the 1st week at arrival and dismissal. Ridership: Usually about 670 riders. This year we have 250 riders. More are signing up. North Shore Transit is following all CDC guidelines. The Ride360 parent app with GPS technology will be coming soon.
- Lots of credit for the work that Doug Heurich and his team did in preparation for this year. It has been a year of true partnerships. The Kindergarten Center is a partnership with the Park District. Doug coordinated all events related to the health, life and safety inspections. His team ensured all classrooms were structured for distancing, procured PPE supplies for our inventory, and were responsible for all sanitizing and signage. We also have a partnership with the Northbrook Public Works that permitted use of the Grainger site to store extra desks, chairs, and other items removed from facilities to allow proper distancing, etc. This was a tremendous amount of work.

**Mrs. Tarah O'Connell**, Director of Communications

- Brief introduction.
- The 5K will be featured in a mailer she is working on.

**Dr. McElligott** - Wood Oaks Report

- School is going well with the students in the building. He appreciates the parental support. It was a very long summer of preparation - non stop virtual meetings, followed by coming to the building for technical training. The learning curve is steep and teachers are sharing things they have learned.
- Wood Oaks students are still figuring out the walking paths in hallways. Per IDPH, it is best to keep children facing the same way. They have increased the passing periods at Wood Oaks. The lunchrooms can only handle 50 students per space, so they have tripled lunchroom space at Wood Oaks, which included getting adequate lunch furniture.
- 17%-18% of students are fully remote. There are 185 students in the building on any day. In a normal year, there are 450-460 students, so teachers are getting used to the different teaching energies in class and online as we go into week 4.
- Curriculum Night was just held and the next week will bring normal school activities including STAR testing, safety drills and picture day.

**Council Reports:**

**Emily Taylor**, President

- Update individual PTA web pages with meeting info - PTA meeting days are not updated on the website. The proper meeting dates need to be sent to Anna Harris so she can update. Anna was waiting on the calendar meeting to see what needed to be added.
- Zoom access for PTA - Thanks to Trevor Hope for setting up Zoom accounts for each PTA without requiring a subscription.
- The motto this year: Don't think about what you can't do, think about what you can do.
- We need to coordinate "Dining Outs" fundraising efforts across the 3 schools so parents are not getting inundated with emails/events. We should coordinate a group email between the fundraising committees as a quick way to coordinate.

**Mileen Zucker**, Vice President

- Nothing new to add.

**Lisa Woodruff**, Treasurer

- Emily and Lisa met to discuss the annual budget. The budget for the Executive Committee will focus on priorities. The budget will be sent this week and we will vote on it.
- Lisa is aware that there are new Treasurers at the other PTAs and will reach out to them to discuss Best Practices which can be implemented across schools.

**Lynn Howard**, Secretary

- Please feel free to send comments or suggestions on the Meeting Minutes.

### **PTA Council Committee Reports:**

**D27 5K Race** - Mileen Zucker

- 5K race will be happening on September 26th - it helps foster a community feeling which is good this year. There will not be a tent at Wood Oaks, but there can still be neighborhood gatherings with "community tables." Due to the uncertainty with this year's event, we were hesitant to ask for sponsorship, so we lowered sponsorships levels slightly to allow for more participation. There are 16 Gold level members, 8 Silver, 4 Bronze levels and 25 family sponsorships. There are 331 participants signed up. Dine Outs at Grill House on 9/21 (20%) and Culvers on 9/27 (25%) have been coordinated to help benefit the scholarship.
- Working on a plan to get people to wear their race shirts that allows A and B students to wear their shirts. Noted that picture day is also this week so this may make that difficult. Maybe just make it - wear your shirt on the 25th whether at home or school.

**Calendar** - Lisa Woodruff/Lisa Buckley

- Lots of potential calendar events are up in the air. We will only add things to the calendar that we know will be happening, like PTA meetings and book fairs, and leave off things like Family Fun Nights. We need to be flexible this year.
- Thanks to Lisa Buckley for taking the calendar over. As always, we are looking for ideas to improve the process to update the calendar this year.

**Communications** - Anna Harris

- Is there any interest in recording PTA meetings and putting up the link on the website? Per Tarah, we would need to post the videos to YouTube first. Tarah said she would look into how many clicks we have had on the Meeting Minutes in the past - is there any interest in these meetings? Perhaps we can put the link to zoom on the meeting date information to see if more people would attend the PTA Council meeting.
- Good process in place for updating the principal blogs. The PTA presidents send the blogs early enough. Tarah and Anna have been in contact and all is well.

#### **Directory – Lynn Howard**

- The directory committee is working on the directory, but this is not the year it will be produced early. We are on schedule for delivery around October 19/20th or so based on previous year's timelines.
- We need PTA membership data in order to determine the number of directories to order, and enrollment happens as part of the school fee process. Per Dr. Arakelian, the fee amounts were approved last year but we need to review them now that school is in hybrid mode. We are working on that in October. The Directory Committee should guesstimate the number of directories needed.

#### **Hot Lunch**

- We are in week 4 of school. We are basically at a wait and see on Hot Lunch. We should assume that it will not happen, but if it does, it is a bonus.
- Marlyse mentioned that before Hot Lunch we had a monthly burger day. Perhaps we can do something similar - hot food but perhaps only one option to order (ie just a hamburger).

#### **Environmental - Adrienne Mittelman**

- Adrienne could not attend, but sent her update: The school Environmental committees are talking about ideas to propose to the principals for this year, all in keeping with the many ongoing changes and restrictions for the year.

#### **Club 27 - Marlyse Serlin**

- Lots of thoughts on how to proceed this year. We could do a "put in your best bid" or "this is what it sold for last year." The hurdle will be determining what we have to offer. We do not want to offer something that we can't sell.
- PTA Presidents please send any Club27 volunteer names to Marlyse.
- We should speak with people who worked on Club27 last year. There are some prizes that we were told could be reused this year. Melanie Arons would know about those prizes from last year.

#### **PTA School Reports:**

##### **Hickory Point – Samantha Diamond and Kate Riggs**

- The Hickory Point PTA hosted a Welcome Back luncheon from Grill House for the teachers.

- Room Parents have been identified for all classes, and parties will be staggered between Hickory Point (2-2:30) and Shabonee (2:40-3:10) so that one person could be the Room Parent at both schools. Lisa Buckley will be meeting to discuss the logistics for quarantining party supplies.
- Hickory Point PTA redid their spirit wear. They have over 100 orders and \$500 earned. It is selling well. Samantha and Kate are building a webstore on MemberHub for selling spirit wear and the committee will deliver items.
- Hickory Point is holding a virtual book fair in early November that will be 2 weeks long.
- There is a Netflix movie night on 10/2 where 50 screens can log into a chat at a time while watching a movie. Selling \$20 popcorn packs in a cute container generated \$300. Another father is planning a family trivia night with prizes in January with a company that can host 500 people at a time. The price is \$20 per family, of which \$5 will go to the trivia company.

#### **Shabonee – Rivka Daar**

- The Shabonee PTA hosted a Welcome Back luncheon from Grill House for the teachers.
- The Shabonee PTA Board is full. Some volunteers are still needed specifically for SquareOne and Yearbook (cochair needed).
- Still working on Room Parent assignments, but most classes have at least 1 person assigned.
- We are noticing limited participation in the PTA from remote only families and are looking to make sure that we support those families.
- The Birthday Sign committee has already turned a profit with 35 families signed up. Volunteers are needed for the sign distribution/removal.
- The Shabonee spirit wear sale ends today. Kiddles has been the vendor.
- The Shabonee PTA is looking for fundraising ideas. There are student/family outdoor photo sessions in October. Mabels and AmazonSmile both have relationships that benefit the PTA.
- There will be a virtual book fair in midOctober.

#### **Wood Oaks – Anna Harris and Debbie Salzer Rothschild**

- The Wood Oaks PTA hosted a Back to School Luncheon for staff from Grill House.
- Wood Oaks is revamping its spirit wear this year. Working with a new vendor that provides spirit wear to GBN in hopes to get best pricing. Anna and Debbie are building a Cheddar Up store to sell the spirit wear.
- Anna has planned a virtual family event on 10/16: Painting with Pinot's Palette.
- Dine Out scheduled at Upper Crust for 10/8 - 25% will go back to Wood Oaks PTA.
- Normally Wood Oaks PTA does not really pound the fundraising efforts but we will this year since we do not have hot lunch.
- Virtual book fair that is being set up by Andrea Dalinka and Debbie for Feb 2021. Mrs. Cronin is selecting what she would like from the profit's last year.
- The Welcome Committee called people and distributed extra spirit wear to the new families in a goodie bag.
- We are ready for a successful, innovative school year.

- The first executive meeting was a few weeks ago. The next Wood Oaks PTA meeting will be on Monday at 1pm. The meeting schedule has been changed slightly from last year.

**New Business:**

None

Meeting adjourned at 10:49am

**Attendees:**

Dr. Kroeze, Dr. Fournier, Dr. Arakelian, Dr. McElligott, Cari Beake, Tarah O'Connell, Emily Taylor, Mileen Zucker, Lisa Woodruff, Lisa Buckley, Marlyse Serlin, Kate Riggs, Samantha Diamond, Rivka Daar, Debbie Salzer Rothschild, Anna Harris, and Lynn Howard.

**Next Meeting – Oct 21st at 9:15am – via Zoom**