September 4, 2020, 9am

RKE PTO Executive Board Meeting (REMOTE)
Attendees:
Elizabeth King
Jazmin Lawhorn
Crystal Covington-Alexander
Jillian Fleshman
Melissa Chernovsky
Catherine Bishop
Lisa Lyman
Maggie Sosman
Sarah Seiler
Wendy Smith
Carolyn Waters
Lndsey Rouse

Principal's Report (Jazmin Lawhorn):

- Found technical difficulties to be the biggest issue for families from the meet and greet
    - Working with county to hand out resources
    - People had trouble accessing by phone
    - Need to log in through child's account
    - Staff debrief and now reaching out to families
- Goals for Day 1
    - Get connected--answer questions
    - Get to know each other--team building
    - Please have grace, this is a learning curve for all
- Question: How do families know how to troubleshoot?
    - Problem is that the information from the county is going out to families at the same time as it goes out to educators
    - On AAC web page there is "Virtual Learning Parent Resource" box (orange)
    - Teachers will reiterate this information
    - Families are reaching out to individual teachers, teachers are the point of contact
    - Plan is to reach out to families that didn't connect
- New Staff
    - In the process of "All about Me" RKE staff Google slideshow to welcome and with links to meet staff that will go out to parents
    - Many new staff members, many of the teachers who left moved on for promotions in the county
- Backpacks
    - Will deliver end of next week
    - Will distribute week of Sept 14 in the evening, date coming soon

- Enrollment is down
    - Many left for homeschool and private
    - A little under 400 students, still enrolling all ages
    - Very low in K
- Virtual Back to School Night
    - Wednesday, 6pm
    - All families go to Google Homeroom meet
    - Same structure as live Back to School Night
        - Two sessions for families with multiple kids
        - Intro then go to teacher's classroom
        - Can stop by cultural arts classes
    - Important to log in at 6pm for the general RKE introduction video (only shown once at 6pm)
- Question: Academic Flex Time? Need to be logged in?
    - For planning and small groups
    - ESOL or TA or specialized work
    - Teacher may ask them to work on their own but have to stay logged on
- Question: Homework?
    - Sometimes will have continuation of what working on in class or reading assignment for next day
    - Have encouraged teachers to not give extra work
    - Parents can keep track by going to Google Classroom and looking under "topics"
- Question: What if students miss a day?
    - They are posting a link to a form for parents to fill out with date and reason
    - Expectation is kids will be logged on every day
    - County will push out and alternative attendance plan for kids who cannot be logged on everyday but don't know what that will look like yet
    - Early dismissal- contact teacher
    - There will be recordings so students can make up work and be counted present
- THANK YOU. Seeing the kids makes her feel so happy, the staff is working very hard.

President's Report (Elizabeth King):

- T-Shirts
    - ordered 40 more shirts than current enrollments of new students with anticipation that new enrollments occur throughout the year
    - Arrive the 16th
    - Hopefully can go out with the backpacks
- Working on a video for Back to School Night to introduce the PTO
- Directory
    - Important to get this out to help families connect
    - Adding a google form with a checkbox so people can join PTO, Rocketblast, Directory and will include a checkbox to paypal for dues
- Backpack Buddies

    - Need to recruit someone or a couple people for this roll
    - This program will need to adapt for the virtual environment to make it accessible and safe, not sure how to distribute, will need some re-imagining.
- General PTO meetings
    - Make more of a workshop for parents, maybe include technical resources or bring people in for questions and answers?
    - Ms. Lawhorn Q&A for first meeting? Call it chat or coffee with the principal
    - Ask for questions ahead of time
    - Will announce finalized meeting dates asap, General PTO Meetings tentatively scheduled for: October ?, 2020; Dec. 8, 2020; February 9, 2021; April 20, 2021; May 11, 2021.

Vice President's Report (Cathy Bishop):

- What are teacher's needs and how can we support them? What is PTO roll vs county?
- Gift cards are still helpful for things like webcam for home or other supplies
- Melissa and Elizabeth will look at the budget and suggest an amount and we will start the conversation from there

Treasurer's Report (Melissa Chernovsky): The same as from the July meeting, no significant inflows or outflows.

Race for Education (Lisa Lyman):

- Maybe mention it in the video or when people give donations?
- Could we fundraise by restaurant night take out? Will look into

Volunteer Coordinator's Report (Lindsey Rouse):

- Room Parents will still be relevant to organize teacher appreciation from afar and to help connect and communicate with parents
- Question: Can Google Classroom be used as a place for this connectivity with parents? Ms. Lawhorn answered: No, reserved for learning. Parents in the classroom would need to be approved. All so new, will wait to see.

Secretary's Report, Facebook Page (Sarah Seiler):

- Will work with Ms. Covington-Alexander to push out community resources to families
- There is a RKE parents facebook group that has been confused with the PTO page, we need to find ways to distinguish the "Official PTO Facebook page"
    - Sarah Seiler changed the cover photo in hopes of visually distinguishing between the two pages and making it easier to identify the RKE PTO page when using Facebook
    - Maybe we could put a screenshot of our page in the video for back to school night so people know what the official page looks like?
- Can use Facebook to get to know teachers, linking to a video from Ms. Lawhorn and the Google slides mentioned earlier

- Translate facebook and rocketblast to Spanish? Not everything, maybe a very important message. Takes too long, takes 3-5 days to translate and be approved.

Staff's Report (Jillian Fleshman):

- Shared excitement of the teachers, they have been working so hard to make this year successful for students and families.
- Please extend grace, reach out for help, they want to help and work with families, know that they are working for perfect even though it won't be.

Adjourn