PTO General Membership Meeting

Tuesday October 9, 2018, 6:30 pm, Minutes taken by Secretary, Melissa Chernovsky

Community Circle

- All of the PTO members in attendance participated in a community circle
- All students participate a community circle in the morning to start the school day in their homeroom
- The community circle consists of three questions where responses are shared
    - A speaking object is utilized where the holder is invited to talk, and the others not holding the object are invited to listen (students can also pass)
    - First question is typically answered in counter clockwise
    - Switching direction for the Second question to clockwise
    - And switching direction back again for the Third question
- Last year about 5 schools participated in this program
- The teacher's reaction has been positive
    - To know the children is to be able to teach the children
    - Teachers are more relaxed
    - Teachers enjoy participating in a community circle during staff meetings

Principal's report (Shira Dowling)

- Parent teacher conferences are on 10/23. This year signups for participation in a conference will be via a Signup Genius set up by the teachers of every class. Participation will be anonymous to other parents. The link will be posted to the school website.
- Unity Day will occur on 10/24.
    - In the cafeteria within each grade children will draw a colored popsicle stick and invited into group tables organized by color to participate in organized conversations similar to community circle.
    - Wearing orange is encouraged
- Halloween parade is on 10/31 starting at 2:15pm through approximately 2:45pm.
- The agendas for all the children have arrived, where the intermediate grade agendas came in later than the primary due to a misprint
- Mids for Kids – typically on Tuesday's and Friday's 4 Mids have volunteers at RKE and this has been successful. Teachers request participation.

President's Report (Elizabeth King)

- There is an Annapolis Education Committee Representative meeting on the 1st Monday of every month at 5:30.
    - Elizabeth is looking for a volunteer to attend
    - Invited speakers participate every meeting and are interesting

- PTO Bylaws were amended with edits posted to the RKE PTO website. A motion was made by Renee Reilly to approve the Bylaws so amended, seconded by Kim Augusterfer. PTO membership then voted to approve the bylaws as amended

VP report (Audrey McGuire)

- Membership is at 114 members this year plus the new envelops in the VP mailbox (up from ~90 last school year) with $4400 incoming through dues/fundraiser (up from ~$3400 last school year)
- Gift cards for teachers – have been purchased to provide $100 to each teacher for classroom supplies and $50 for teacher assistants
- Teacher Appreciation
    - Audrey will organize a luncheon for October 23rd, during parent teacher conferences
    - A Signup Genius is circulating via email for those who want to contribute, a link to it will be included in the Rocket Blast
    - November – tentatively planning a popcorn bar
    - Audrey is following Abbie's plan
- Custodian appreciation day will be recognized for the 4 RKE staff members
- Discussion on optimizing the membership drive, electronic only or electronic and paper
    - Discussion on acknowledgement letters for dues paid. Many don't feel that it is necessary as a member either has the PayPal record or a check clearing record and it is very time consuming where the PTO has limited resources

Treasurer's Report (Kim Augusterfer)

- Discussion of the budget for the year:
    - Race for Education goal change? Leave it at 20K.
    - Cosmic Cart – last year the supplies ran low and generated low excitement, will have community circle discussion questions related to what students would like to see on the cart
    - Lisa Lyman moves to approve the budget as presented, and Lindsey Rouse seconds. Members in attendance vote with all approving the budget.

Volunteer Coordinator (Lauren Miller)

- Volunteer training sessions: 2 upcoming sessions October 10th from10 to 11am, and 10/22 from 5:30 to 6:30pm.
- Background check, every two years is required to re-certify. Ms. Love can check status, you are only notified if one fails the check
- Fingerprinting is a one-time requirement for those volunteers: on overnight trips, assisting with drownproofing training, or working one-on-one with students unsupervised, e.g. reading sessions

- Volunteer hours are tracked with RKE's Raptor – will track volunteers vs. visitors upon check in. The program is able to report out volunteer hours, a volunteer can also call into the office to ask to have after hours work tracked by being logged in as a volunteer during a school day.

Special Events Coordinator (Catherine Bishop)

- Fall Movie night – planning for November and will need volunteers
- Mother/Daughter event – need volunteer to co-chair, can be any event of volunteer's choosing, ideas discussed: tea, yoga in the gym
- Variety night – any interest in shadowing Christine? In the past occurred at the Greek Orthodox Church with 10 to a table
- 5K run – need a volunteer for chair or co-chairs, typically in May and paired with RKE fun day
- Kickball tournament – questioning about use of the front field, AACPS has not yet provided final approval for usage
- Need to seek volunteers for organizing events, and to train new volunteers for established events where parents have their youngest child in 5th grade

Secretary (Melissa Chernovsky)

- Discussion on appropriate route for approval of minutes – via email
    - 2 weeks ahead of next meeting email for board approval
    - 1 week ahead of next meeting post to the website (need board approval first to post to the website)

RKE Staff Report (Michelle Bassett)

- Backpack Buddies Program, Q&A with Renee Reilly
    - Typically, 2 lunches and 3 dinners; easy preparation foods that children can do without their parents help
    - 100 children are on the list to solicit parent permission for participation, will provide food for 50 children this year
    - 1st bags are planned for delivery October 26th, with a short list as permission slips return
    - Full participation list for November
    - Other schools have programs, some are independent & some are church supported typically with 30 students enrolled
    - A volunteer sheet will be hanging in the PTO room (closet at the end of the first hallway on right), example chores are combining the double bags the food is sent home in
    - Can leave food donations to the PTO in the PTO room, e.g. snack bars
- Harvest for the Hungry, Kids Helping Kids, a Maryland program will be combined with a spirit week to engage the students, occurring the week of October 15-19

Adjourn ~8:00pm.