ROLLING KNOLLS ELEMENTARY SCHOOL

PARENT TEACHER ORGANIZATION (PTO)

Subject: **RKE PTO GENERAL MEETING**	Date: 13 October 2021
	Location: Google Meet
	Time: 6:30 PM
	Created by: Lauren Alexander-Binns

Agenda

1. Welcome
2. Principal's Update — Tiffany Foster
3. President's Report — Elizabeth King
   i. Vote on Revised Slate of PTO Officers for 2021-2022
   ii. Open positions
   iii. Harvest for the Hungry Restaurant Night 10/26/21, 4-8pm
4. Vice President's Report — Catherine Bishop
   i. Membership update
   ii. Classroom Enhancements
   iii. Front Office and Custodian Appreciation
5. Treasurer's Report — Melissa Chernovsky
   i. 2021-2022 Budget
6. Outdoor Education Report — Lindsey Rouse
7. Teacher's Report
8. Old Business — Traffic concerns: Knollwood Dr. and Rt. 178 (General's Hwy)
9. New Business

Minutes

Note: Minutes in green front are actionable items and/or questions.

1. Welcome
2. Principal's Update (Tiffany Foster)
   - Thanks meeting attendees for providing them with a welcome.
   - Discussion how great it is to have kids back in school
   - Students are acclimating well to being back in the classroom

- Provides thanks to RKE PTO general meeting attendees for supporting RKE staff while we experience disruptions in transportation
- Bob M sends bus updates every morning and afternoon, it is very important to check to see if there have been any cancellations so you can plan for alternative transportation.
    - Mrs. McNomee also sending out communication with bus issues as a back-up
- Moving forward, RKE staff will only be accepting written notifications for change in transportation. Send emails or written notes to your child's teacher and/or Mrs. McNomee
- RKE will be using Fountas & Pinnell to test the reading level of each child to determine small group. Results will be available before the holidays,
- The first round of parent teacher conferences will be on October 21st. There will be 2 more days in November, the 22nd and 23rd. One will be an early dismissal the other a late arrival to accommodate different work schedules.
- Progress reports will be posted in the PowerSchool Parent Portal this year and not be sent home in paper format. Mrs. Foster will send Mrs. King the link for information on how to access it and setup an account if one hasn't already been. If you cannot set up an account a paper copy will be sent home next Friday.
- Conferences will be virtual for at least the first semester. If there is an issue with this, contact Mrs. Foster to make alternative arrangements if possible.

3. President's Report (Elizabeth King)

- Vote on Revised Slate of PTO Officers for 2021-2022.
    - Outcome: Slate approved.
    - *See: Approved Slate, at the end of minutes (section 10, page 3)*
- Open positions – in need of Special Events chair, a Backpack Buddies coordinator. Be thinking about willingness to shadow for President, VP and Treasurer's positions
- Harvest for the Hungry Restaurant Night 10/26/21, 4-8pm – all proceeds from RKE PTO Restaurant Night will benefit RKE's Harvest for the Hungry campaign to benefit the Anne Arundel County Food Bank.

4. Vice President's Report (Catherine Bishop)

- Membership update – 89 members = $3,755, last year $1,811, year before last $4,755
- Classroom Enhancements – Amazon Gift Card for Teachers
- Front Office – Treat
- Custodian Appreciation – at home movie night
- Feb 22, 2022, is school bus driver appreciation day

5. Treasurer's Report (Melissa Chernovsky)

- 2021-2022 Budget (See Budget Report)
- Please use Amazon Smiles for RKE great way to support

6. Outdoor Education/Volunteer Report (Lindsey Rouse)

- Informs the group to reach out to their student's teacher to see how you can help with outdoor education.
- Education initiatives can't be in the class right now due to COVID restrictions.
- 1st graders raising monarchs in the butterfly garden.

- Nicole is an Echo Buddy and has been helping to maintain the butterfly garden and could use/would welcome help
- Mrs. Leitch is heading up the green grant committee trying to determine how best to use the funds for our outdoor learning spaces.
- Attendee Question: Should people get or redo their background check/ fingerprinting in preparation for the day volunteering in-person is allowed again?
    - Answer from Mrs. Foster: If interested in volunteering, start with the fingerprinting and background checks required for school volunteers. There are links online for information, on RKE's website.
- Attendee Question: What is the status on volunteering outdoor in in the classroom? Are there outdoor programs we can help?
    - Answer from Mrs. Foster: Right now, even if it's outside, we are not able to allow volunteers. Contract tracing would be extremely difficult. We are waiting on guidance from central office as to when volunteering can resume and in what capacity.

7. Teachers Report

- Thanks PTO for the gift cards for classroom enhancements.

8. Old Business

Traffic concerns Knollwood Dr. and Rt 178 (Generals Hwy)
- Issues raised in June.
- PTO will send a letter to SHA asking for another traffic survey at Knollwood Rd and Route 178 (Generals Highway). Link to SHA comments site will be shared in future Rocket Blast.

9. New Business

- N/A

10. Approved Slate

2021 - 2022 RKE PTO Executive Board
PTO Questions & Concerns: RollingKnolls ElementaryPTO@gmail.com
President ~ Elizabeth King
Vice-President ~ Catherine Bishop
Treasurer ~ Melissa Chernovsky
Secretary ~ Lauren Alexander-Binns
Volunteer Coordinator ~ Lindsey Rouse: RKEvolunteer@gmail.com
Special Events ~ This position is currently vacant
Race for Education ~ Lisa Lyman
Rocket Blast Editor ~ Carolyn Waters: RocketBlastRKE@gmail.com