ROLLING KNOLLS ELEMENTARY SCHOOL

PARENT TEACHER ORGANIZATION (PTO)

Subject: **RKE PTO GENERAL MEETING**	Date: 08 December 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
4. Vice President's Report — Catherine Bishop
5. Treasurer's Report — Melissa Chernovsky
6. Teacher's Report — Michelle Baccomo
7. Closing — Elizabeth King

Minutes

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

1. Welcome

- English to Spanish translation, provided by: Ms. Cecilia Curry
- 29 people in attendance, via Google meet.

2. Principal's Update (Tiffany Foster)

Pick Up/Drop Off and Bus Service:

- Announcement: Bus 80 now has a consistent morning bus driver.
    - At this time, there is not a confirmed, regular afternoon driver. Ms. Foster will provide updates to RKE PTO, when that occurs.
- Ms. Foster discussed the improvements for the pickup/drop off process of RKE students, and expressed appreciation for the continual support of parents, teachers, and staff.

Winter Concert:

- The RKE Winter Concert will occur in person this year.
- Ms. Settineri will send out a survey this Friday, 10 December 2021. The survey will be open until Monday, 13 December 2021. Ms. Smith will send out a reminder.

- Winter Concert Guidelines, include (but are not limited to):
  - Chairs are distanced 3 feet apart.
  - Mask mandate for persons, age 2 and up.
  - Limited mobility for attendees (e.g., kids are not to run around in the back of the auditorium but should stay seated with parties).
- **Question [posed by attendee]:** What's the status of volunteers being allowed in the building?
  - **Response [from Ms. Foster]:** Thank you for your question. We are looking at having volunteers to support grade level teachers by making copies and laminating items on a weekly basis. More information to come after the break.

3. President's Report (Elizabeth King)

Spirit Wear:

- Emails will be sent regarding distribution. It is an option to re-open the shop again if there is enough interest.
- Spirits wear orders were anticipated by end of week, 10 December 202, but could be delayed.

Restaurant Night:

- October Restaurant Night:
  - Ms. King expressed gratitude to the to the RKE Community for their support of the October 2021 Restaurant Night at Chipotle. RKE PTO raised $609, and the funds will be donated to the Harvest for the Hungry campaign.

- December 14, 2021: MOD Pizza Restaurant Night, for RKE
  - On Tuesday, December 14th MOD Pizza (2341 Forest Dr.) will donate 20% of Takeout, Delivery & Pick up orders to Rolling Knolls Elementary.
  - To order online go to: https://orders.modpizza.com/ and use the coupon code of "GR212985R"
  - In-store, mention that you are with Rolling Knolls Elementary before placing your order.
    - Note: Phone and third party vendor orders are not eligible for donation.

4. Vice President's Report (Catherine Bishop)

RKE Teacher Lunches

- Our RKE teachers need our help at lunch time. They are no longer allowed to buy school lunches (due to the federal grant for free lunches for all students, but this excludes the teachers) and their allotted lunch breaks are too short to go get lunch off school grounds.
- The RKE community is accepting donations of fast and easy lunch break options in the teacher's lounge to help out with this situation.
- To support this effort, Ms. Bishop provided a link to sign up genius, if interested in helping: https://www.signupgenius.com/go/10c044dafa72da7f58-rketeacher

5. Treasurer's Report (Melissa Chernovsky)

- 2021-2022 Budget (See Budget Report)
- Current Balance:
  - $10,629.59 [Restricted Funds for Backpack Buddies]

  - $ 16,651.61 [unrestricted RKE PTO funds]
  - $ 27,281.19 [total funds]
  - RKE PTO has a net positive of $1,926.20, based on what was budgeted YTD, and actuals YTD.
- Please use Amazon Smiles for RKE great way to support

6. Teacher's Report (Michelle Baccomo)

- Discussed winter concert details (see above, in Principal's report)
- Expressed gratitude to the RKE PTO and RKE families for providing lunch break snacks, and extra masks.

7. Closing (Elizabeth King)

Vacant (or soon-to-be vacant) RKE PTO Board Positions and Volunteer Roles:

- Treasurer, starting in 2022-2023 school year (Melissa Chernovsky, the current treasurer is a 5th grade parent).
- President, in 2022-2023 school year (Elizabeth King, the current President is a 5th grade parent).
- Backpack Buddies Volunteer: Role entails the weekly coordination, gathering, preparation and delivering of meals, to families in need, in the Annapolis community.
- Special Events: The position is currently vacant, however, since "special evens" are currently restricted, filling this role is not as urgent as the above items.

- Ms. King asks attendees if there are any further questions. There are no further questions from the attendees closing the meeting.
- Adjourn at 7:05 pm

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