

Clark Elementary PTO
Meeting Agenda
August 10, 2020, 12pm Virtual via Google Meet
<http://meet.google.com/fex-vcob-gep>

Action items:

1. Families: return chromebooks so they can be serviced/updated/cleaned.
2. If you have a canopy tent that Clark could borrow 8/24-9/7, we would like these for our outdoor, socially-distanced meet & greets (including material distribution, technology previews and practice).
3. Families can help pull up weeds in the memorial (flagpole area) garden.
4. Mr. P brought tree stumps; Someone can help move them into an extended obstacle course. Guinevere will contact a parent who might be interested.

In attendance: Principal Isley, Assistant Principal Tillman, Jessica Taylor, Catherine Gray, Joey Conover, Amanda Ohlms, Krista Jana, Tim Freilich, Mackenzie Esposito, Guinevere Higgins, Laura Glessler, Cristelle Koerper, Emma Fletcher, Ahmad Sameer Haidari

1. **Welcome/Introductions** - Joey Conover, President
 - a. Joey posted updated financial information and previous meeting minutes.
 - b. Next meeting will be at 5pm. Let Joey know if it's helpful to alternate meetings or keep at one time.
 - c. Principal Isley has an optional parent Q&A on Aug. 12 at 5pm. These are opportunities for parents to get updates without PTO administrative items/agenda.
2. **Review and Approval of Minutes:** July 20, 2020
 - a. Joey posted last meeting's minutes this morning. At that time, the first nine weeks plan was still uncertain.
3. **Administrative Issues:**
 - a. **PTO Officer Elections – Still Open for Nominations**
 - i. President Candidates: Joey Conover: **Approved.**
 - ii. Vice President Candidates: **Open.**
 - iii. Treasurer Candidates: Amanda Ohlms: **Approved.**
 - iv. Secretary Candidates: Catherine Gray: **Approved.**
 - b. **Treasurer's Report** - Amanda Olms: PTO funds did pretty well this year despite harder financial times. They gained \$1k from being a part of CACF.
Motion to move cash to operating fund; We will reevaluate if necessary.
 - c. **PTO Bylaws**-still under review – would like to clarify membership for voting
 - d. **Committee Updates**
Mackenzie: taking care of the garden;
Cristelle: fundraising;
Krista: membership
4. **Volunteer Needs**
 - a. **Teacher Welcome Breakfast** week of Aug 18 - need volunteers
Will need to be different this year, teachers and PTO shouldn't be gathering.
Perhaps water bottles would be an easier idea, Joey will research and share options.
 - b. Other: ESL Reps, Classroom Reps, Neighborhood Reps, Bike/Ped/Carpool Rep, Translators, Photographer/Instagram???
This year will be different. We discussed how we can try to support families this year.
Jessica Taylor will work with teachers to coordinate more involvement in PTO.
Mackenzie can help Joey with posting on PTO social media.
Families can help pull up weeds in the memorial (flagpole area) garden.
5. **Updates**
 - a. **CCS Fall 2020**- Board meeting last Thursday 8/5: School opening Sep 8 all virtual for 9 weeks
 - b. **Clark Principal** summary from this morning (for more info attend Wed, 5pm meeting)
Parents should turn in Chromebooks if they haven't yet.

Students will be organized into typical classrooms.

Synchronous whole-group class meetings start at 9:30 for all K-4. There will be small group or 1:1 meetings during the day, led by a variety of staff. Specials can be done synchronously or asynchronously. There will be some flexibility for families.

Lunch 11:30-12:30 for all CCS students. School lunches will be provided at that time.

Canvas will be our virtual platform for work, instead of SeeSaw.

Starting 8/24, teachers will schedule 'meet and greets' and give families materials (reading, math texts, Chromebooks).

Families should get students back into a routine to prepare.

Whatever comes after virtual learning, we'll need to be flexible and give each other grace.

Instruction will be more consistent across CCS classrooms this year; Content-teams are creating content for the division.

Clark PTO will buy canopy tents for meet and greets and for future use. Anna will look into customizing them and let PTO know how to order.

c. **Cultivate Charlottesville**

i. Cultivate Charlottesville is working on programming changes that will engage students and families this fall through neighborhood outreach. Our plans are not solidified, but we are in the process of building relationships with families, and prioritizing the friendship court neighborhood to engage with students in their community or have them come to the garden if transportation isn't a barrier.

ii. We are also hoping to add a hotspot, shade covering and possibly more seating to the garden to create an outdoor learning space that students, families, and teachers can use.

6. **Fundraising Needs**

- a. internet access
- b. childcare
- c. school supplies (See published list, Back to School Bash free kit sign up)
- d. outdoor play equipment

Yes, and we should get started on this now since it is a long process to order and get Facilities to install. Motion to approve up to \$2,000 on playground equipment (a matching set up balance beam and stumps that is already installed). <http://shop.natureexplore.org/Natural-Balance-Beam/>
<http://shop.natureexplore.org/Redcedar-Log-Steps/>

- e. Musical Instruments
- f. what else???

If virtual continues, we might want to spend funds on more art and music supplies and headphones that could be distributed to families. Anna will follow up with Bianca Johnson about headphones potentially being donated and included in Back to School Bash supplies.

7. **Fundraising Options**

a. **Virtual 5K Race October 9-12, 2020**

- i. Usual route, we will have signage up for people to follow. Folks can run anytime in that 4 day window.
- ii. We will use social media to try to create a sense of community around the event, encouraging people to post pictures of themselves during the race and / or wearing their race shirts. We have applied for a mini grant through Safe Routes to School and if we get that we can use the money to buy shirts.
- iii. Raffle prizes will be done over social media as well, we will have a hashtag for the race and will draw winners from everyone posting with that hashtag. There will be no official timing.

8. Tentative price structure: \$15 for adults, \$10 for kids. Clark students are free, and we will have a family rate of \$35.

9. The big piece we are working on right now is sponsorships. We are hoping to still raise some money with the race so we are reaching out to sponsors, focusing on businesses who have not been impacted by COVID

since we know many small businesses are struggling right now. We need folks to help with this part! We will also need volunteers to help with other aspects (putting up signs, distributing t-shirts, etc.) but the most urgent item is sponsors, since we are trying to have folks commit by Aug. 31st.

10. We have a [sponsor letter](#), a [sponsor commitment form](#) and a [list where folks can sign up](#) to contact businesses. Past sponsors are on the list, but anyone is free to add other places they might have connections to. I don't know if you can share the links in the chat during the PTO meeting, we might also share them in the Facebook group later this week to get folks to help with this. Maybe we can also email this out to anyone on the PTO email list
 - b. **CCS PTO CACF** grant proposal commit by Aug 13
<https://docs.google.com/document/d/1OdToRdd9xICreGzq651sqH00gzf9igDKOqahQKEkgVI/edit>
Chris Meyer from the Jackson Via PTO has been active in trying to help set up a fund at the CACF that CCS PTOs would all fundraise towards, which would then be allocated back to the schools based somewhat on free and reduced lunch distributions. The effort is an attempt to not have significant fundraising go to the already higher resourced schools.
 - c. Tim brought up another grant and will look into if it is related to Chris Meyer's plan above:
<https://docs.google.com/document/d/1OdToRdd9xICreGzq651sqH00gzf9igDKOqahQKEkgVI/edit>
8. **Question and Answer Session – Open to All**
 - a. Library donations – Is Clark accepting? Books can be left in front of Belmont side awning any time. They are usually used for Books on Bikes. Anna is trying to figure out if Clark library books can be borrowed during the first nine weeks. Books on Bikes will definitely deliver books during that time.
 - b. Memorial Garden clean up – needed?
9. **Adjourn**
Sep 3: School Board meeting
Sep 14: Next PTO meeting at 5pm

Upcoming Events:

- Clark Admin Q&A Wed, Aug 13, 5pm Virtual Google Meet
- Teacher Appreciation: week of Aug 18
- Week of August 24: Teacher Meet and Greets start
- Monday, Sep 14, 5:00pm PTO Virtual Google Meet
- Thursday, Sep 3, 5pm Virtual CCS School Board