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# PTO BOARD MEETING

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## **Present**

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Honora Gerbeck (Co-President), Tracey Tyrell Harrah (Co-President), Ponteá Smithson (Treasurer), Christina Hammond (Secretary), Chasity Malatesta (Member at Large, Multicultural Advisory Committee Liaison), Magda Pratt (1st Grade Representative), Margaret Reeves (3<sup>rd</sup> Grade Representative)

## **Approval of PTO Board Meeting Minutes from June 10, 2021**

Ponteá Smithson motioned to approve the 6/10/2021 PTO Meeting Minutes. Chasity Malatesta seconded the motion. Kelly Cancialosi, Megan Livingston, Amy McFarland, and Elissa Brown replied yes to approve the motion with a majority.

## **Welcome and Introductions**

## **PTO Vacancies and Membership**

### Key Open Positions

- Communications (social media, newsletter)
- Enrichment (coordinates assemblies, works closely with counselor)
- 2nd Grade Representative
- Open positions were publicized last year. If you know of anyone in the community for the roles, please reach out.

### Looking Ahead:

- Thinking about ways to bring more people into the PTO
- Reaching out to people in ways that can welcome them into the Wilkes community
  - Administration's comfort level with community building events/ideas (representing the school's name during these events) during COVID?
  - Grade Level Reps reaching out to grade levels?

- Parent contact list - people have to opt in; can be a challenge to ensure everyone is included in the list; Sheila is working on contact lists

## **Back to School**

### Welcome Back Ideas (first week of school)

- Send home a welcome letter, schedule of what we know, information about fundraising
- Physical presence (if parents pick up packets?) - entry point, smiles, it means a lot to connect, people see a person who is here. This would be up to building administration and we have not received feedback from Wilkes yet. Toward the end of last year, being outside was ok. Wait to see what Wilkes is doing.
- Communication/Contact List - add a note reminding people to opt in and, if they are opting out, to contact the class rep to get class information. We will likely be limited in what we can do - a letter encouraging people to opt in, get in touch, if we have an opportunity to be there in-person. A welcome would be great. We will see what we hear from the school and take it from there.

### Staff Appreciation

- Staff appreciation will be a high priority this year; might look a little different than last year
- Last year - multiple events during fall 2020: coffee truck during first week of school, food truck during conference days, snack carousel (see below)
  - First Week of School 2020 - Coffee Truck (this was a big hit)
    - Students were not on campus so buses and pick up/drop off were not an issue
    - Costly; Consider funding by having people donate to buy a teacher coffee? (similar to conference days food truck last year)
  - Food Truck during Conference Days (parent donations)
  - Snack Carousel with Healthy Snacks (May 2020 through end of the school year)
    - Sign Up Genius for snacks with a schedule for having snacks dropped off to the school? This would be an opportunity for people who want to participate for staff appreciation on a regular basis.
    - Could do it by grade level (this week's snacks provided by... grade), by class, twice a month
    - Next Steps: Reach out to staff appreciation (Sarah Mann) for coordinating snacks; next week would be the week to begin to stock the snack carousel

### Fundraising

- We did not fundraise (jog-a-thon and auction) last year. Transitioned to fundraising for the current year instead of fundraising for the next year. Be mindful of how we are spending money before we raise money.

### Class Rep Opportunities

- Would love to do community building; No set duties or expectations - up to Class Reps for what they envision; open to what Class Reps want it to look like
- Need feedback from the school about anything in-person
- Contact information was missing in previous years; hopefully having grade level contacts will help; How to communicate - directly, through teacher, etc.?
- Range of COVID comfort levels - options for what parents are comfortable with at grade level (Zoom wine/tea night, meet at park, etc.)?
- For families who are new:
  - A welcome letter/note reminding families about PTO; great opportunity to share openings if anyone wants to get involved, a way to highlight PTO and share what fundraising money is put toward; Honora can get contact information for families who are new; would be nice for Grade Reps to reach out directly
  - Reaching out to new families may be an intentional way to find people who are wanting to be reached out to
  - Something to be said for having a sustained place where people know you will be there, even if it's virtual (ex. At this day and time, class reps will be available)
  - Buddy idea - could reach out to new families to see who would be open to a buddy system

### **Jog-a-thon**

- Going ahead with jog-a-thon (only fundraiser for this year)
- First 3 weeks of October; Students get packets/kick-off on 10/1; 3-week fundraising window
- Megan Livingston chairing jog-a-thon; drafted "COVID" plan B version last year; hoping to do something fun and celebratory this year; details are still being figured out
- Communications role was important for social media posts, emails, etc.; want it to be fun without inundating people
- Thermometer and map ideas - visuals

- Inclusive, community spirit, fun for the students, t-shirts (last year - Wilkes Spirit Wear), fun goals and prizes that are achievable and not connected with fundraising amounts

## **Guest Speakers**

- If you personally have an idea or are hearing from parents that they want a speaker/resources on a certain subject - parent/health related - pass them on and we will try to find people who can come to speak; we have a lot of openings for people to share with the Wilkes community
- John Garland (Special Agent with the Coast Guard) - Presentation on social media and online safety
- Peter Bang-Knudsen (Superintendent; always attends a meeting during the year)
- Professor from UW - normalizing hard conversations
- Mental Health for Parents

## **Next Meeting**

- Meeting ended at 4pm
- Next Meeting: **September 15, 2021 at 9am**