

## Carlos Gilbert PTK

Zoom Meeting Agenda August 27, 2020 5:00 pm

Attendees: Kathy Primm, Sara April, Sarah LeBlanc, Alison Walcott, Lynette Guevara, Michaelann Perea, Kim Pietrocci, Jana Amacher, Erika Fleetwood

### 1. School News

- A general overview from Ms. Pietrocci: Challenges with the software Savvas affect the entire District. Inconsistent connectivity and limited access undermine the hard work and efforts put forth by the teachers. Ms. Pietrocci notes this is her team's biggest concern. The District's IT department is working on connecting the Savvas and Power School programs. Savvas is the approved Math and ELA software for K-5. Sixth grade through middle school will use Savvas for Math with separate licenses with the District. There are still a few families that have not picked up the math work books. Ms. Pietrocci is working hard on getting those books into the students' hands right away. A second Grab and Go will be created as soon as the ELA workbooks arrive. The transition into the new school year has been very hard for students, parents, teachers, and staff. Ms. Pietrocci remains hopeful that everyday gets better.

As the State meets the Covid gating criteria set forth from the Governor's office it is important to note that a reopening of schools will follow a guided process. It will not be a quick switch from on-line to in-person education. SFPS will continue with the on-line education plan as approved by the State and NEA through the first quarter (Sept. 29, 2020). If all goes well regarding Covid case rates, on September 30 SFPS will begin to address the specific actions for schools to reopen. Ms. Pietrocci commented that despite the numerous challenges, moral is high amongst her team of teachers and staff.

- The PTK discussed the positive feedback on small groups and success of incorporating movement. The small groups prove to be more engaging; check-in is easier, and students feel like they can speak up more. As soon as possible, all teachers are encouraged to move towards more small groups. Assessments are still underway; teachers will create the small groups accordingly. Tech issues will hopefully be ironed out in this transition time resulting in less unproductive screen time overall.
- The need for a book-call to collect outstanding library books and other class books was discussed by the PTK. Specific titles could be identified to help parents know what to find. Ms. Pietrocci expressed concern that a collection box may not be seen as a truly essential need to be on campus. The PTK and Ms. Pietrocci will reach out to Ms. Frances Carreon for additional support and coordination.
- Room Reps are needed! There is much they can do to support the school community. The PTK and Ms. Frances will work together in Room Rep recruitment.

### 2. Approval of Meeting Minutes for August 13, 2020

- Minutes for the August 13<sup>th</sup> meeting were provided to the PTK Board for their review and approval. The minutes were approved and will soon be posted in the e-blast and website.

### 3. Funding Requests

- There were zero funding requests submitted for this week. Follow up to previous requests: Ms. Cherry did process her stipend reimbursement and Ms. Ingram received the ink cartridges. A monthly reminder will be sent to all teachers to review funding requests with Ms. Pietrocci first before submitting to PTK to ensure available funds through the school are utilized. Ms. Pietrocci noted that there are few requests at this time as a result of on-line education. She anticipates a surge in requests when in-person education begins.

### 4. Website Upgrade

- Priscilla continues major progress in updating the website. A link to the live website will be sent out to the PTK for testing and site review. This feedback is important to ensure the messaging is clear, connections are consistent, and information is current. Additional content will be included as needed.
- Pictures of school spirit merchandise will be included. A Venmo account will be created to assist with the online purchasing. A “coming soon” section will be included as new items are selected by the PTK.
- A handful of CGE family businesses responded to the PTK. Their information will be posted on the website to further support the CGE school community.
- The PTK seeks a Box Tops coordinator. The program has an accessible app to scan receipts making the online process easier. However, a few manufacturers continue to produce the physical box tops on their products. The online system also requires a point of contact to help support oversight and accountability. Sarah Le Blanc will find out more details from Box Tops. Periodically a check made out to the school is mailed from Box Tops. Funds are deposited into the school account used for pictures and yearbooks. The PTK will support Ms. Pietrocci with Box Top activity and administration.
- E-blasts will be redesigned – release date pending.

### 5. Spending/Support Ideas to Serve our School Community

- The PTK has a running list of grade level programs that include:
  - NDI, 4<sup>th</sup> grade: online group classes, the teachers already in contact with NDI for scheduling and programming.
  - Cooking with Kids, 6<sup>th</sup> grade: a virtual option is available.
  - The PTK will ask teachers for their preferences in other grades for ideas and timing.
- The PTK is considering the following subjects for additional support: teacher resources, parent training, and support for at-home learning. Community building activities may include sharing a list of CGE parent-owned businesses (as discussed earlier in this meeting) and/or pictures of what each grade is working on in the e-blast. Alison Walcott is the contact for sponsors and will send out an updated sponsor level to the PTK.

## 6. Fundraising Ideas

The PTK briefly reviewed the running list and decided it would be best to devote a meeting to fundraising ideas. This will be highlighted in the next e-blast and FB post to encourage new ideas and participation for the next meeting.

The PTK's running list includes:

- Sponsors: rework sponsor categories and highlight sponsors in e-blasts
- Cash raffle: time it with Halloween, completely online
- Box tops online: write instructions to scan receipt and use app
- School merchandise
  - Continue selling shirts and hats
  - Ordered face masks and cups that change color
  - Look at margin on merchandise
  - Add shipping cost
- Amazon Smile
- Silent Auction
- Raffle Baskets
- Giving Tuesday around Halloween, get matches for people to meet
- Grants – check our PTK volunteer forms for parents who can help
- Text-to-Donate service Give Lively
- PTK Parent Survey fund raiser ideas
  - School Etsy account of kids' and parents' art
  - Art to Remember
  - Lifetouch/Shutterfly for school pictures
  - Classes compete with book reading where they are sponsored for books read
  - Zoom dance-a-thon, socially distanced yard sales
  - Virtual Gala like NDI
  - Athletic events for kids, such as a fundraiser for each mile biked, hiked, walked, etc.

7. The next Zoom meeting will be Thursday, September 3, 2020 at 5pm. The Zoom link is available in the weekly e-blast. Note: the next meeting will primarily address fundraising.