

Carlos Gilbert PTK

Meeting Minutes March 25, 2021 4:00 pm

Attendees: Kathy Primm, Sarah LeBlanc, Alison Walcott, Sara April, Jana Amacher, Kim Pietrocci, Rebecca McDonald, Erica Gomez, John Delamater, Fatiana Jacques, and Kate McCarthy

1. District News

- The focus across the District is preparation for in-person education. Classrooms are shifting to accommodate more furniture. Teachers are returning back to campus when possible. As news becomes available from the District it will be sent out through e-blasts, teacher to parent communications, and Facebook posts.

2. School News

- Ms. Pietrocci mentioned there are so many changes and activity ahead preparing for what feels like the fourth round of first-day-of-school-activities. The teachers may have one day assigned for planning, possibly that first Wednesday after spring break. More information continues to come from the District. Ms. Pietrocci, along with the help of Kate and John, outlined various changes to the day-to-day school schedule.

Various zones will be set up outside throughout the campus that will help safely distance the students during recess and for pick up. Students are not allowed to intermingle, so the entire outside portion of the campus will be split into six zones that the students, by class, can go to for an activity. Two zones are located in the bus loop. A map of all the zones was created by Marisa. It will be very helpful for all adapting to these new recess changes.

Lunch schedules are also changing to stagger the times and how many students will be in the gym at anyone time. Proposed: Kindergarten and first grades lunch begins at 11 a.m. Second and third grade will have lunch beginning at 11:25 a.m. And fourth, fifth, and sixth grades will lunch at noon. Recess then follows thereby limiting the number of students in each outside zone.

Arrival is the same process as it once was pre-Covid. Students may arrive at 7:40 a.m. and the first bell rings at 7:50 a.m. Class begins at 8 a.m. Students are expected to go directly to the classrooms unless they are there earlier for breakfast. In that instance they may go to the gym for breakfast, eat quickly and then proceed to class.

Dismissal will take longer than the average time of 12 minutes. Students will be grouped within the outdoor zones. It is very important that parents remain in their cars and not get out to socialize congregating with other parents. Students are allowed to walk home or ride their bikes home.

Parents and caregivers will receive more information from their student's teachers. Minimal supplies to reminders for masks and more will be outlined in these communications from the teachers to the parents.

3. Approval of Meeting Minutes

- Minutes from the March 11, 2021 meeting were provided to the PTK Board for their review and approval. After minimal discussion, the PTK approved the minutes. A final set of the meeting minutes will be available on the website, posted in the CGE blog post, and linked into the e-blast back to the PTK website.

4. Funding Requests

- Sara April outlined Ms. Biree's funding request for reimbursement from fall (August 2020). Ms. Biree received a \$1,000 grant for various STEM projects which included materials such as eBooks, a magnetic easel, and other supplies. The request is for reimbursement is \$341.85, for the material to complete the STEM project kits and other supplies. The PTK approved this funding request.

5. Supporting Students

- The PTK discussed using paper towels in the bathrooms and needing baskets and small tables to hold the towels. More items may come up depending upon feedback from Ms. Pietrocci and her team, especially once teachers are physically back in their classrooms. Another spirit video may be developed and possibly one for the teachers and staff. Ms. Frances is developing the Reading Log program and more info on that will be sent out soon. In the next few PTK meetings, there will be more discussion around spirit events for each grade and the 6th grade graduation and Kindergarten promotion.

6. Supporting Staff

- The stipends are complete. Thank you to Alison and Sara for getting those out. And a big thank you to Sarah LeBlanc for the coordination, editing, and all-around support for the weekly teacher and staff highlights published in the eblasts. Next up may be the first grade team.
- Ms. Pietrocci, John and Kate outlined a few things that would really make a difference in the class for students and teachers. Many students do not arrive with their Chromebooks charged. And with so few outlets and extension cords it has been a challenge getting students plugged in for class. Surge protectors and extensions cords would help reduce the amount of education time lost. And as many return to campus, not all will return. Use of the Chromebooks will continue until the end of the school year. Other items that are greatly appreciated include: grocery bags for teachers to collect the remnants of last year's student supplies; dry erase markers; teacher bathroom hospitality baskets; zone signs; new lanyards; plants/flowers; sidewalk chalk; and Skip-its and pool noodles for two recess zones.

7. Enrichment Programs

- More on this in the next meeting.

The next PTK will be the first Thursday after Spring Break, April 1, 2021, at 4 pm. The Zoom login information is consistent (810 0499 1466 CGERocks). The code is available to all within the CGE community via e-blasts and the website. Everyone is welcome to participate.