

## Carlos Gilbert PTK

Zoom Meeting Minutes August 6, 2020 4:00 pm- Approved August 12, 2020

Attendees: Kathy Primm, Sara April, Sarah LeBlanc, Alison Walcott, Lynette Guevara, Michaelann Perea, Kim Pietrocci, Jana Amacher, Karen Drysdale, Erika Fleetwood, Jennifer Venegas, Kate Tomkins, Rachel Meiklejohn, Shona Stack, Susana Space, and Rebecca McDonald

### 1.) District/School News

- Tech device pickups at SFPS Tech Warehouse this week at 2516 Cerrillos Road. This includes last year's 1st graders going into 2nd who need to return their iPad and check out a Chromebook for 2nd grade. For help with student technology devices: Call 505-467-HELP (4357) or email [studenthelpdesk@sfps.k12.nm.us](mailto:studenthelpdesk@sfps.k12.nm.us).
- Last year's yearbooks and school pictures as well as workbooks for this year will be available for pickup at school. The date is to be determined, pending security approval from the District. More information will be posted in an e-blast.
- As a reminder, Town Hall Meetings with the Superintendent are this week, and everyone is encouraged to participate as things are changing on a dime.
- Thank you to all who voted in the Santa Fe Reporter's "Best of 2020" for Carlos Gilbert. The Reporter's electronic banner and announcement was posted to Facebook and e-blast.
- The PTK Welcome Letter and surveys for parents and students went out this week. Thank you to all who participated. There are many great ideas which will be consolidated and discussed in upcoming meetings. A survey for the teachers will be sent out in the next couple weeks.
- A Kinder Coffee Zoom meeting will be organized before the first day of kindergarten on August 24. The PTK members and previous year's parents want to welcome the incoming students and parents to the CGE school community. For more information or ideas of support, please contact Sarah LeBlanc.
- A big thank you to Lynette and Erin Cherry (the CGE Lead Environment Teacher) for leading the Outdoor Classroom initiative. Lynette informed the group that the District is providing large temporary outdoor shade structures for every school. It is their hope to work with the District in providing matching funds through possibly Dollars for School, or something similar, to help with the project.

### 2.) Funding Requests/Considerations

- The Santa Fe Reporter "Best of 2020" banner is \$94.51. The group discussed the benefits of having a physical banner to boost school spirit in parades and hanging by the front door. It was moved and seconded to purchase the banner. Shortly after this discussion Michaelann surprised the group with a donation to secure the banner. Thank you, Michaelann!

### 3.) Website, Social Media, E-Blasts

- The PTK is moving away from Google Sites Classic platform. The survey results will help in the development of the website and other electronic communications. The Communications Committee met last Friday to discuss new website plans such as possibly listing Carlos Gilbert parent owned businesses and establish website forums for parents of students in each grade. Everyone is encouraged to send ideas for

Facebook posts to Sarah LeBlanc. More e-mail addresses from new registrations were imported into Constant Contact to ensure everyone is receiving the same communications and no one is left out. The Committee also suggests adding links to resources in the weekly e-blasts.

4.) Spending/Support Ideas to Serve our School Community

- Co-Treasurers are meeting to create a framework for a budget to use as a guide for spending and to support possible fundraising ideas. There is a concern that the PTK needs to prepare for the possibility of not having a Carnival in either 2020 or in 2021. The cash raffle and a short list of sponsors are currently the only identifiable fundraisers at this time. A tighter budget and uncertainty on additional fundraisers may require a new approach to the budget. The PTK wants to support the students and teachers with a balanced and realistic budget. Grade-level programs in development include NDI for 4<sup>th</sup> grade as online group classes, and Cooking with Kids for 6<sup>th</sup> grade beginning with a virtual option that could change to in person depending upon conditions and policies at that later time. More information regarding other grade-level enrichment programs will be presented to the PTK in the coming weeks with teacher input. The PTK is seeking additional teacher resources, parent training and support for at-home learning. Community building is important, and it was suggested that an easy way to do this is to share a list of Carlos Gilbert parent-owned businesses for those who wish to support local businesses on another level. Other ideas include sharing pictures of activities and projects from each grade. The PTK wants to support more shared experiences to connect and raise money through art, fitness, book reading, etc.

5.) Fundraising Ideas

- The PTK seeks new ways to support/incentivize sponsors. The levels of sponsorship is being reworked to provide openings for lower levels of sponsorship and new benefits for all sponsors. Highlighting sponsors in specific e-blasts may be another benefit to the sponsor. The donation request letter will be revised as well. The current list of possible fundraising ideas includes: Box tops online/app, cash raffle, silent auction, raffle baskets, sell face masks with the school logo, Amazon Smile, grants, and Text-to-Donate service such as Give Lively. Suggestions from the surveys will be consolidated for PTK review at an upcoming meeting. There may be an opportunity to match funds with other companies. It was also discussed that the Cash Raffle could continue near the Halloween time frame and may offer ways to boost school spirit. A reminder of selecting CGE on Amazon Smile may go out in an e-blast to the parents.

6.) The next Zoom meeting will be Thursday, August 13, 2020 at 5 p.m. Sarah LeBlanc will send the Zoom information.