

# H&S Meeting Agenda September 17, 2020 8:30 AM

Attendance: Jeff Mach, Val Goldstein, Carrie Doyle, Austin Scott, Melissa Ristau, Erica Scott, Sarah and Ryan Jones, Katharine Furby, Chassie Sherretz, Courtney Brown, Meghan Turley, Carolyn O'Connor, Susan Leegan

**Exec Board:** Matt Langes (principal), Laura Viscito (President), Julie Swigert (VP), Milanka Van Osdol (Treasurer), Libby Traeger (Secretary)

## I. Call to Order

- A. Welcome
- B. Zoom virtual meeting logistics

### II. Motion to approve last year's minutes

A. Approved by Carolyn O'Connor, second by Val Goldstein

### III. Principal's Report: Mr. Matt Langes

- A. eLearning Start-up & Staff Messaging
  - Twitter shout out for teachers @203shoutout
  - Progress not perfection
- B. Goals for the 20-21 School Year
  - Teachers take care of themselves and their families
  - Get kids back to school safely ASAP
  - Continue mission that all kids have an equitable learning environment
- C. Virtual Curriculum Night & Conferences
  - Videos will be sent out via email from your child's classroom teacher
  - Please fill out google form for feedback
- D. Clubs & Committees
  - Will try to do virtually if possible, but will be held off till spring if they can't
- E. Item Pick-up
  - Individual teachers will email to schedule times
  - Bins will be set outside of Door 1, with pickup time 7a-4p
  - Teachers will try to do pick ups every 2-3 weeks

### IV. President's Report: Laura Viscito

- A. Welcome and Introduction to the 2020/2021 Home & School Year
  - Purpose of H&S is to function as parent to teacher liaison
  - Most information can be found in weekly Talk 203 and principal emails
- B. District Home & School updates
  - Laura attends monthly district President meetings
  - No volunteers in building right now per Dist 203

- Theme of the year: appreciation for each other...parents, teachers and students.
  We are still a community although we are apart in many ways.
- Bylaws have been approved by the district this year
- Scammers are reaching out via email asking parents to purchase gift cards. Please be aware.
- C. Volunteer Info and "Virtual Packet"
  - Virtual packet will be sent out tomorrow to all committee chairs
    - a) Will include: Form for Talk 203, how to print flyers, how to receive reimbursement for expenses
    - b) Will also include Policies and Procedures as well as a way to virtually sign. Libby will follow up to make sure everyone has signed.
- D. Elmwood community and school spirit
  - We are having to pivot this year from what we normally do to what we can do

### V. Treasurer's Report: Milanka Van Osdol

- A. 08/31/20 checking account balance of \$6,688.11
  - We have spent about \$2000 so far this year
    - a) Directory Spot
    - b) Teacher allowances
    - c) Teacher appreciation lunch (this was unexpectedly more expensive than budgeted for due to the need for individually wrapped items for COVID protection).
- B. 08/31/20 money market balance of \$28,570.10
- C. Bank statements and copies of monthly account reconciliation are available to H&S members upon request. (Elmwoodhandstreas@gmail.com). Board members can access documents on the share drive.
  - We are audited every year, reviewed in Oct
- D. Financial forms have been updated for committee use on the share drive.
- E. Due to predicted fluidity of the budget, we are asking that committees preview ALL purchases over \$50 with us. (This is new)
- F. We are working on an alternative budget that will account for a removal / reduction of most fundraisers as well as spending that we are certain will not take place this year (eg Field trips).
  - We will review the budget every 1-2 months given the changes of the year.

## VI. Vice President's Report: Julie Swigert

- A. Yearbook updates
  - Have parents send in pictures to yearbook email of e-learning

### VII. Secretary's Report: Libby Traeger

- A. Attendance
- B. Minute and budget approval from last meeting
- C. Policy and procedure update for committees
  - Will be sent in virtual packet

### VIII. Committee updates

A. SFCP:

-Rake and Run - Saturday, October 24. Information coming out this week (masks required, as contactless as possible)

-Halloween Costume Drive - No costume collection this year -Winter Wear Drive- collection will start in the middle of October (October 12) with distribution the first week of November...more information to come. Start checking your closets now!

-Any questions? <a href="mailto:elmwoodsfcp@gmail.com">elmwoodsfcp@gmail.com</a>

- B. **Garden** Former Elmwood student will be making updates to the garden including repairing the gate and some of the garden beds for his Eagle Scout requirements
- C. **Fun Run Update** our annual Fun Run previously scheduled for the first week of October has been officially moved to late spring. Fundraising kickoff date/pep rally (virtual or otherwise) is Monday, May 17th, and the annual Dave Cleveland Fun Run will be on Wednesday, May 26th. As of right now all Booster programming and events will be virtual, but if things progress by late spring we may be able to do an outdoor run. We will keep everyone updated and collaborate over specific options in the spring
- D. Watch Dogs- on hold
- E. 5th grade committee
  - Pool party cancelled
  - Trying to come up with creative ways so the kids still have a a special year
- F. Teacher appreciation- will continue to re-evaluate as the year goes on
- G. Fall Book Fair
  - Run by Mr. Positano, all proceeds go to the library
  - Will be virtual this year
  - For teacher wish lists: Mr. Positano will send out a google form to the teachers, and then that will be shared publicly
  - Scholastic is looking into rounding up totals to maximize donation to school. Not capable right now in virtual book fair.

## H. Directory Spot

- Currently up to date for 20/21 school year
- Email was sent out to parents on how to access

## I. Microfundraisers

- Box tops: virtual now, download app and upload receipts
- Eco trash bin
- Spirit wear/Deb's embroidery
- Dine out
- Blood drive: aiming for the first week of December at alternate location (not able to do outside or mobile coach per Heartland restrictions)

## X. Upcoming dates

- 10/2/20 National Custodian Day
- 10/8/20 No School Institute Day
- 10/8/20 Parent/Teacher Conferences 5-8:30
- 10/9/20 No School Parent/Teacher Conferences
- 10/14/20 H&S Executive Board Meeting
- 10/27/20 World Occupational Therapy Day
- 11/3/20 No School Election Day
- 11/4/20 H&S Executive Board Meeting
- 11/5/20 General Home & School Meeting (tentative)

### XI. Questions / Comments

- Elmwood Blood Drive (SFCP sub committee) discussion about at what capacity could we host or encourage an outdoor, mobile blood drive this fall and/or spring? (See above)
- XII. Adjournment
  - Motion to Adjourn by Katharine Furby
  - Seconded by Val Goldstein