

PTO Board Meeting Minutes

August 14, 2020, 4pm

Present via Zoom:

Ross Ingram
Natalia Duarte
Jeanine Weiss
Lisa Guizzetti Zur
Stephanie Livshin
Karey Kluesner

Discussion:

Ross provided an agenda in advance and opened the meeting with a discussion of his Vision, Motto (comments welcome!), Strategy, and Expectations.

Action: All

Identify your backup in case something happens to you! Inform Ross (et al) within the next couple weeks of who it is/they are.

There was a general feeling among the new members that there is a thirst for better understanding of school programs and culture and staff and staff needs, as well as a stronger connection to the school staff and community. The methods of communications from the PTO and school, including the Parent School Community Council (PSCC), were discussed. In terms of communication, Ross noted we should consider whether the current forms of communication are being leveraged enough and/or whether other methods are needed. Jeanine noted that the software being used to create the Colfax Communicator is an engineering design program that her husband has a license for through his job. Since Jeanine is moving on next year the PTO will need to find a new method for creating the Communicator.

Virtual meetings and all families having devices and internet for the 2020-2021 school year present an opportunity for more families and guardians to attend PTO and PSCC meetings.

The following actions were identified:

Action: Ross (lead)

Determine how to survey the staff regarding their needs for this new school year to assist the PTO in determining how we can best support them.

Action: Karey (lead)

Identify suggested topics we would like to learn more about at PSCC meetings or via school or PTO communications (e.g., staff changes, swimming program, middle school trip, school improvement action plan)

Action: Ross, Karey, and Dr. Woods

Identify how the PTO and PSCC meetings will be handled this year since the meetings will be virtual (no longer back-to-back in the school library).

Action: All

During this school year we need to recruit a new Communications lead and consider find a new software option (if not MS Word).

Action: All

Provide feedback to Lisa on her e-mail and consider ideas for community businesses that might be willing to stock items for sale.

Next Meeting

August 24, 2020 (Monday), 4-5pm. Karey to set up a Zoom meeting.

The meeting was adjourned approximately 5:30 pm