

# **PHS PTO Meeting Minutes**

Tuesday, October 13, 2020

7:00 PM - PHS Media Center

**I. Welcome and Introductions:** Christine Koobatian, Hollie Ward, Jen Nikolich, Colleen Brower, Dr. Paul Jones, Amy Raefski, Kathy Green, Cindy O'Connor, Shanna Hampton, Kristen Angell and Matt Iseppi

**II. President's Report: Christine Koobatian**

- a. Thanked Dr. Jones and staff for hard work/success with instruction to date
- b. 17 masks left over; will sell them at cost to staff (\$5)

**III. Vice President's Report: Hollie Ward**

- a. Nothing new to report

**IV. Treasurer's Report: Jen Nikolich**

- a. Available balance \$18, 017.54

**V. Recording Secretary's Report: Colleen Brower**

- a. Make sure you sign in at the beginning of each meeting

**VI. Teacher's Report: Cindy O'Connor**

- a. Staff thanks the PTO for the masks
- b. A lot of work for staff to do particularly aligning classroom instruction with the online instruction
- c. PTO asks Cindy to put feelers out to staff regarding things they might need/want

**VII. Principal's Report: Dr. Paul Jones**

- a. Planning, persistence, patience: 3 words to live by this year!
- b. Contact tracing procedures are in place in the case that a student or staff member tests positive for Covid-19. Families and staff would

be notified that a positive case had been identified while maintaining privacy laws. By reviewing cameras, seating charts, and attendance records, those who were considered a contact as identified by the health department would receive a separate communication regarding quarantining and testing recommendations. Administration has been practicing contact tracing scenarios so they are prepared in the event PHS gets a positive case. Please contact Dr. Jones if you have any questions regarding the procedures that have been created.

e. The theater arts department is currently working on the Fall play including how family members may be able to view the performance.

d. Meeting with Senior class officers to discuss possible student events. At this time we will not have dances in the fall, but we are working on other possibilities.

e. The virtual club fair was recently held for students. A list of clubs can be found on the PHS website.

f. As a reminder, please continue to follow all arrival and dismissal procedures. This includes parents not parking or dropping off/picking up students in the bowl (lower parking lot).

g. The PHS teachers have been working hard to maintain a high level of instruction for students. As a reminder, students who are learning virtually (both those in the cohort and full time virtual) should follow the online learning requirements of the teacher and that class. Please contact the teacher if you have any questions about current instructional practices or expectations.

### **VIII. Committee Reports:**

a. Hospitality: Christine Koobatian for Mauneen Kania/Chrissie McKeown:

- i. Staff Halloween hospitality treats being coordinated for Friday, October 30
- ii. One or two hospitality members will be able to set up in Resource Center and Staff Room on the 2nd floor. Items will be replenished by PHS Staff.

b. Fall Fundraiser: Direct Donation: Colleen Brower

- i. Last Year's donations ranged from \$25 - \$125, with most families opting for the \$125 level.
- ii. This year, goal is to raise \$7,000, short of the \$16,000 range we normally collect because we no longer offer Panther Cards for sports and theatre events. We suggested donation amounts between \$25 - \$100 or any other amount a family/person wishes to donate.
  1. As of 10.2.2020, 101 families have donated, with \$8,250 raised to date and \$100 is the average donation level. One family donated \$1,000 and 2 families donated \$200

iii. Comparisons:

1. FY 2019-2020: \$15,500 raised; 167 families participated; \$125 average donation level
  2. FY 2018-2019: \$18,010
  3. FY 2017-2018: \$15,925
- iv. Follow Up: Email out reminder to parents, and remind them that we are now a non-profit organization, so donations are tax deductible. Also, remind them that many companies offer matching gift programs.

c. Teacher Grants: Hollie Ward:

- i. Applications are out now; encourage teachers/staff to complete and submit them
- ii. Dr. Jones to consider if there is something the entire PHS community could use/want
- iii. Selection for grants will be in December

**IX. New Business/Discussion:**

- a. For staff appreciation raffle drawings: Look into using:
  - i. Random generator software
  - ii. Facebook live events
- b. Dr. Jones mentioned that nothing is nicer than a personal thank you from students and parents, especially during these difficult times. Consider sending your student's teachers thank you notes

Adjourned at 8:00 pm

Respectfully submitted by Colleen Brower

**Dates to Remember:**

10/14 In School SAT's for Seniors/PSAT's for Juniors

10/19 BOE Meeting 7:30 Media Center

11/3 No School - Election Day

11/9 BOE Meeting 7:30 Media Center

11/10 PHS PTO Meeting 7:00 PM Media Center

11/23 BOE Meeting 7:30 Media Center

11/25 Early Dismissal - Thanksgiving Weekend

11/26/27 No School - Thanksgiving

**All PTO meetings on the 2nd Tuesday of every month, except April,  
which will be 4/20/21**