



Increase Miller Elementary School PTO General Board Meeting & Principal's Coffee - Minutes

Co-President, Kathy Martin
Co-President, Inna Rabinowitz
Co-Vice President, Jim Danalewich
Co-Vice President, Cassie Hollander
Secretary, Danielle Palermo
Treasurer, Seth Christian
Member at Large, Kari Wagner

Date: Tuesday, September 22, 2020 – 9:30 AM
Location: Zoom Meeting
Attendees: Kerry Ford, Kathy Martin, Inna Rabinowitz, Jim Danalewich, Cassie Hollander, Danielle Palermo, Kari Wagner and Zoom Attendees

Meeting called to order by Kathy Martin at 9:42 AM.

PTO Updates

Review of PTO General Meeting Presentation via Zoom screen share

- Kathy Martin welcomed everyone and reviewed Slides 1-3 of the presentation which gives an overview of what the PTO does.
- Inna Rabinowitz announced future PTO General Meeting calendar dates.
- Each member of the 2020-2021 PTO Executive Board introduces themselves.
- Jim Danalewich reviewed the Upcoming Events at IMES slide. Mentions how several events, such as the Halloween Spooktacular and Scholastic Book Fair, will be held virtually and that Author Visits in Fall will be virtual but is planned to be held in-person for the Spring. School Pictures will take place in October.
- Cassie Hollander reviewed Ways to Get Involved. Reminded to check Eagle Express and Monday Message for updates. Ordering Yearbook online info will be coming. Asked for volunteers to help with open Yearbook Committee positions. Suggested all families sign up for Membership Toolkit so that families can connect with one another.
- Danielle Palermo reviewed the How to Stay Informed slide which provides the PTO's communications info, social media accounts and web address.

Q & A

- A parent who is new to IMES complimented how well the district is handling the school year so far.
- Question – Will After School Activities will be held virtually?
 - The PTO Board said that they will not be offering ASA virtually, but can share past vendor info to those families interested in any classes they may be holding this Fall. In-person activities will resume at the school once COVID restrictions are lifted.
- Question– Will there be a 5th Grade School Store?
 - The PTO is working with 5th Grade Committee to setup an online store and plans for it to be up and running in a few weeks. Hoping the school store can be held outside in the spring.
 - Additionally, there will be an online school store for spirit wear.



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Kerry Ford Updates

- Pickup/Drop-off
 - Asked for feedback. She feels that things have been going very well. As time goes on she may reduce the amount of staff members outside for drop-off so they can maximize their time inside for instruction. Anticipates that on rainy days, it may not go as smoothly, so to avoid that she is considering having K & 1 parents pickup 10 minutes earlier to help ease traffic on 138.
- Health & Safety
 - Discussed mask breaks. Students are allowed to remove their masks during PE and during Movement Break (Recess) since they are currently outside and socially distanced, as well as during lunch.
 - Notices that all students have been complying and there has been no issues.
 - Very impressed with the staff and applauds them for all of their hard work.
 - Easy Screener app should be coming soon from the district instead of the web form that's been used.
 - Contract Tracing – Schedules are in place for all teachers so it is always known where they are at a given time. Additionally, there are “sign in” sheets in each room and once a staff member enters that isn't scheduled to be in that room, they have to sign in.
- Schedules
 - Classroom teacher should be communicating daily/weekly schedules. Specials are flowing on a 3-week schedule. The A-E schedule is not being used at this time.
 - Classroom teachers have been asked to hold 5 Zooms per day.
- Music
 - Classes with instruments are on hold for all 3 elementary schools due to staffing, social distancing issues and spacing issues. For wind instruments and singing, it is advised that students are 12' apart and currently such spacing is unavailable.
- Question was brought up whether there is any chance of more asynchronous learning for students that are home so the teacher can focus more on the in-school students. Another survey should be coming out from the district around distant learning and any questions should be sent to Mary Ford.
- WIN Time is locked into a set time in the daily schedule.
- PE
 - K & 1 – While PE is being held outside, considering having the TA work alongside the Coach so both Cohorts can have live instruction side-by-side while socially distanced, versus having each Cohort having 20 minutes live/20 minutes via Zoom.



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- Drills
 - Fire Drills are now announced so that students that are virtual have a warning. They are being held 2x so each Cohort participates.
 - Will hold Lockdown Drill soon.
 - All drills are socially distanced.
 - Emergency Drill (where dismissal is 15 minutes early) will take place on 10/9.
- Curriculum Night will be pre-recorded are shared online on 9/30. Teachers will be recording their own presentations to share as well.
- Schoology will be the primary source of teacher communication with some lower elementary classes utilizing Seesaw as well.
- Question was brought up on whether there is any chance of having 2nd Grade return full-time like K & 1. Space still remains an issue, at least in IMES. Kerry couldn't speak to space in the other 2 elementary schools, but any changes would need to be district wide.
- Remote teachers are teaching from classrooms versus home unless there are medical accommodations given. This allows them to plan with other grade level teachers and have access to materials.

Meeting was adjourned at 10:57 AM.