



Participants: Shelly Cole, Trina Cone, Jamie Curtis, Katie Davis, Robert Folk, Donna McNairy, Laura Murdock, Tracie Northan, Denise Pineno, Melissa Self, Kathy Shields

Attachments: December 4 PTO Executive Board Meeting Minutes, December PTO Financial Report, AG Fund Update

Principal Update (Mr. Folk)

- Mr. Folk reported that the school district is currently working with the county and state health departments to determine when teachers and staff will be able to be vaccinated. At this time, he believes they will be placed in the group 3 faction of Phase 1B; however, it is still not clear when these vaccinations will be available. He hopes that at minimum the first shot will be distributed sometime in February. As there is still much concern among the staff regarding possible exposure once the students return, the vaccine rollout will make a huge difference in staff morale and mental health wellness as well as their physical well being.
- Mr. Folk stated that AGMS is ready and fully prepared to open on January 19 as currently planned. However, the next CMS school board meeting is scheduled for January 12 and he expects that the current plans and schedule for school reopening will be re-evaluated. While there are several board members who have indicated they plan to strongly advocate for the planned reopen on January 19, the high percentage of active cases in the county as well as the presence of several clusters in schools may cause the board to decide to remain in Plan C for the time being.
- Mr. Folk provided the following update on the communications plan for the January 19 reopening:
 - The individualized student information mailing was successfully sent out prior to the holiday break. The AGMS staff is currently calling every family for which we received returned mail to make sure they are fully informed.
 - A special Bulldog Bulletin with the back to school information is scheduled to be sent out today.
 - A Connect Ed message will also be sent out today. In this message, Mr. Folk will refer to today's Bulldog Bulletin, which will be archived on the PTO website, for



more information. He will also remind parents that they can join the Bulldog Bulletin distribution list by clicking on the Sign Up link from the archival page.

- At this time, we do not have any information on whether middle school athletics will resume; all plans for spring sports are on hold until we return to campus.
- Mr. Folk reported that the school is now fully staffed. The 7th grade Social Studies teacher that retired at the winter break has been replaced by a current 7th grade Science teacher who wanted to move to Social Studies. He has hired a new 7th grade Science teacher who will start January 19. The 6th grade ELA teacher has returned from medical leave.
- Mr. Folk expressed concern that student engagement across our student body has been inconsistent during remote learning. Many students do not turn their cameras on and therefore it is difficult to gauge if they are attentive participants. From a legal standpoint, the school is not allowed to require students to turn their cameras on. Teachers are finding that many students are not engaged, which impacts their grades and their mental health, and are looking for ways to encourage/incentivize students to keep their cameras on and more actively participate. Mr. Folk acknowledged that the student resistance to having their cameras on is actually developmentally appropriate.
- Denise reported seeing social media chatter from parents stating that their transportation information was inaccurate on their mailings. She asked the group what their experience has been; the group indicated no issues with their information. Mr. Folk explained that this process is being managed by the schools; if the school did not accurately capture/report the information the parents provided in the survey to the transportation department, there is a possibility that the transportation routes for that school may not be correct.
- Kathy indicated that she has heard noise that teachers are saying they will opt out of taking the vaccine and also refuse to return to teaching in person. She asked if CMS has a plan to address this concern. Per Mr. Folk, the district policy is that if a teacher says they can't/won't come back, they can request to take a personal leave. If they have a medical condition, it will be an FMLA leave; if something else, they will have to take a different type of leave. The other option is to resign or retire. Teachers may file a request for a remote work condition at the district level; once the district determines whether they are eligible for this accommodation, each individual school principal then has the final



word determining if the teacher will be allowed a remote work condition. Mr. Folk's policy at AGMS is that he will not allow any remote work accommodations once students return to in person instruction. At this point in time, he knows of one teacher who will take a personal leave when students return, which he can accommodate. He stated that the school board has no jurisdiction in this discussion.

- Kathy also reported hearing noise that we will not return to in person school in the fall of 2021 as teachers will refuse to work on campus. Mr. Folk said that with the rollout of the vaccine, he thinks this is unlikely. As the vaccine is made available to the general public, there will not be rationale to justify not returning to campus.
- Mr. Folk reported that there is currently one staff member with an active case of COVID who is currently in quarantine. The case was not contracted from school. He thinks there is a probability a second staff member may have an active case that will require quarantine but that this person also did not contract it from the school.
- Melissa asked Mr. Folk about the possibility of asking parents to serve as office volunteers. Mr. Folk responded that he would like to have the extra help and that he believes the office staff will be receptive as long as they adhere to the strong protocols that are in place. Melissa will connect with Ali Hoce to start the solicitation process.

Approval of December 4 Meeting Minutes (Melissa Self)

- Melissa presented the December 4 meeting minutes and asked if there were any questions. No questions were asked. She moved to take a vote to approve the minutes and Trina seconded the motion. Denise facilitated the vote, which received a unanimous vote to approve.

AG Fund Update (Melissa Self)

- Melissa provided the update from Beverley Shull and Shelly Cole that:
 - As of 12/18/20, the total cash received (including donations and company matches) is approximately \$49,000.
 - Shelly reviewed outstanding data and verified that there are more company matches (approx \$3600) that we have not yet received.



- Shelly also researched PayPal submissions and undeposited checks received after Dec 18 that have not yet been reflected in our accounting, the amount of which approximates \$10,000.
- Therefore, our current total raised to date is estimated to be approximately \$63,000.
- Denise, Melissa and Beverley are meeting next week to discuss Beverley's plans and remaining activities to make the target goal of \$100,000.
- Denise reported that the amounts raised to date at this point in last year's fundraising effort was approximately \$67,000. Considering the extenuating circumstances complicated by remote learning, we feel that we are in acceptable status and will continue to work to achieve our goal of \$100,000.

Financial Report (Donna McNairy)

- Donna reported that there was very little activity in the month of December apart from the following:
 - AG Fund campaign expenses were slightly over budget due to a banner that needed to be replaced and a greater expense in sending the postcards than anticipated.
 - Instructional Support - check written to IXL.
 - Staff Recognition - holiday gifts for staff and teachers were made.
 - Operational fees - taxation fees have been paid.
 - School Support - we have spent our budget for line item New COVID Extraordinary Expense.
 - Student and Parent Support - the expenses listed here are in support of the gift card solicitation effort the Inreach Committee held. Note, we do not count the value of the gift card donation in our P & L report.
- At this point, Donna believes we have sufficient funds for the remainder of the year expenses.
- Donna, Melissa and Denise have decided to wait to forecast the second semester financials until more AG Fund donations come in.
- Melissa reported that the Campus Beautification committee asked if we would like to pursue pressure washing the school, which costs about \$2000. Mr. Folk responded that



while we usually do a winter wash, as the campus was last pressure washed in August and we haven't had any real traffic since then, he does not see any need to have it done at this time. He suggests we revisit in the spring. He mentioned that he does like the plantings in the front of the school and appreciates the work the committee has done to maintain these while the students have been off campus.

- Mr. Folk indicated that due to the unique circumstances of this year, he anticipates that we will be significantly under budget for the Instructional Support item, possibly as much as \$9000. Denise reported that the technology line item in this category will not be spent due to remote learning. Mr. Folk explained that since he has not had to use his state funding to cover the usual expenses this year, he has at least \$5000, possibly more, that he can move into an equipment line item to purchase technology so that he does not have to use PTO funds for this purpose. However, he does not want to eliminate this line item from future PTO budgets because we will need it in future years. Donna said we will have an offline discussion about how to define the budget template for future year reference.

President's Report (Denise Pineno)

- Denise reported that the Inreach Committee raised \$3400 in donations for their holiday project. The committee received 161 requests from families for gift card bags; they prepared 171 bags, including 10 extra, to meet these requests. Each bag contained either a Food Lion or Walmart gift card, toiletries and school supplies. A \$1000 donation specifically marked for the Inreach Committee will be attributed as such in the financial report.
- The back to school communication went out during this call; copies were sent out in both English and Spanish.
- The school Barnes and Noble Book Fair raised \$851.24 for the media center. Lisa Wright confirmed that she has received the gift card. Trina complimented Elizabeth Taylor on her ability to promote the fair while in the Barnes & Noble store. She engaged customers and encouraged them to indicate that they were helping raise funds for AGMS.

Other Business (Melissa Self)

- Next General Membership Meeting date needs to be scheduled. This is the meeting where the new slate of the Executive Board is presented and voted on. Melissa



proposed that we hold the General Membership Meeting on May 7 at 9 AM and move the currently planned May 7 Executive Board meeting to May 21 at 9 AM so that both old and new Board members can be present. The Board agreed to these changes.

- Trina and Kathy gave an update on the Nominating process. They have met and prepared a tentative Nominating Committee and will reach out to these individuals the beginning of next week. They will send Tracie a blurb for the Bulldog Bulletin next week as well (to be sent the following Wed - January 20) asking people to contact them if interested in serving on the board. They also asked for the board to let them know if they have recommendations on replacements for their roles. Trina and Kathy feel confident that they will have a slate prepared by May 7.

Action Item Review (Laura Murdock)

- No open items from last month. Laura will update the log with the items from this discussion and post the updated log to the shared drive by January 10.

Action Items

- Connect with Ali Hoce to solicit office volunteers beginning with return to school on January 19 - Melissa by Jan 8
- Meet with Beverley to discuss next steps for AG Fund - Denise and Melissa by Jan 12
- Send Tracie blurb soliciting interest in Executive Board or Committee chair positions for Bulldog Bulletin - Trina and Kathy by Jan 15
- Forecast second semester expenses - Donna, Melissa, Denise by TBD
- Develop Budget Template for future years - Donna, Melissa, Denise by TBD

Upcoming Dates

- PTO Executive Board Meeting: Friday, February 5 at 9:00 AM