

**MEETING MINUTES**  
**Bedford Hills Elementary PTO**  
**September 12, 2022**

**Zoom meeting called to order at 7:04 pm.**

**Members in Attendance:**

Megan Huffman, Sherri Steele, Rebecca Frye, Amanda Rumore, Ava Trill, Amie Blankenship; Sharon Davies, Liza Gijanto, Caroline Arp, Cami Smith, Kim Geier, Jane Morice, Ms. Rinker

**Welcome & Introductions:**

Reminder that meetings are recorded. Saved in PTOs GoogleDrive to generate meeting minutes.

PTO uses Robert's Rules of Order for conducting business in meetings.

Mrs. Steele - 32 years in education; 3 children in

Mrs. Arp - 2 children; 5th and 4th grades; 13 years in education; teacher representative

Rebecca Frye - outgoing PTO Treasurer. Son is in 3rd grade at Payne

Amie Blankenship - 3rd grader and kindergartener; Roots to Shoots Committee

Ava Trill - K5; new Co-Chair of Roots-to-Shoots

Liza Gijanto - kids in K5 & 1st; helps with Read-A-Thon

Sharon Davies - twins in K5 & 1st grader

Jessica Hipskind - incoming Treasurer

Jill Waugh - K5 & 1st; yearbook

Ms. Rinker - Assistant Principal

Nora Moore - 5th grader & 3rd grader; Spring Art Show

Cami Smith - 3rd grader; promotions, social media

Megan Huffman - 1st grader & 4th grader at Payne; outgoing President; PTO Connect across district

Agenda sent out day of meeting. Reply with any agenda items.

**PRINCIPAL'S REPORT (Mrs. Steele):**

\*General update: Fantastic first few weeks. Smooth opening. Getting into routines. Amazing new staff members hired (most recently, building subs and IAs). Will be fully staffed in the next few weeks. Preparing for beginning of year assessments. Will have SOLs 3 times this year (fall, winter, & spring). Made lots of growth and closed gaps last year, some as many as 25 points. Made gains as a whole and among many subgroups compared to last year as well as 2018-19. Starting PALS and VKRP in K5 ESGI. Getting solid baseline data. We are data-driven in learning. Look at data in PLCs to see what kids need to grow, including advanced students. Would like to have paper survey at Back-to-School Night about engagement, student progress. Also to share science

standards, which is an area in which we need to grow. Have not been able to focus on science as much over last few years. Want to connect parents who have skills/backgrounds in science-related areas to make real-world and hands-on connections. Will share brief presentation to share standards, achievement gaps, and Title 1 information. Around 400 attendees at Block Party. "Pops" recorded total of 380. Success with band, garden, Camp Kum-Ba-Yah, activities, etc. Car line appears to be working well.

### **TREASURER'S REPORT (Rebecca Frye):**

Current balances:

- Money market account = \$45,689.21
- Primary checking account = \$16,979.69

Balance was last reconciled in August. Rebecca and Jessica have been working together to ensure smooth transition.

PTO main account = 18,344.33

All teachers have opportunity to get teacher allowances. Made adjustments for Encore to receive dedicated funds. Hope to free up reimbursements across school. Have to perform audit before Rebecca can completely hand things off to Jessica. Scheduled to complete audit on 9/16.

Amanda wanted to thank Rebecca for helping Jessica with training for the transition. Rebecca mentioned that they had a draft budget from the end of last year. Will be voted on at Back-to-School Night by community. Rebecca shared the budget from her screen. Only item we may want to make adjustments to is that any funds raised by Givens should go directly to the school. Have not gotten a response from their bookkeeper. Megan stated that she can touch base with Danny Givens about any updates or next steps. Mrs. Arp mentioned that she has not seen anything from them since starting a year and a half ago. We know they disperse once a year. States that "a percentage of purchase will go to..."

No other questions about the budget.

Need to vote on Jessica Hipskind officially becoming the Treasurer. Rebecca is nominating Jessica Hipskind to become Treasurer in her place. Rebecca cannot make a motion. Will use Robert's Rules of Order. Amanda made a motion to have Jessica to become. Seconded by Mrs. Arp. No oppositions. For the official record, Jessica will become Treasurer of the Bedford Hills PTO by a unanimous vote after the audit.

No other questions about financials.

### **PRESIDENT'S REPORT (Amanda Rumore)**

Thank you for being here and for balancing PTO responsibility with family and lives. Normally vote on meeting minutes from previous meeting's minutes, but June 2022 minutes are not ready yet. Next meeting, will vote on both June and September minutes.

#### PTO Outreach and Recruitment Efforts:

Recruitment of new people to get involved with PTO (everyone is already a member). Amanda is asking us to be encouraging to new parents or those who haven't recently been involved. Amanda has been speaking to parents about what we do in the PTO at staff meeting, had table at Enrollment Day, Block Party, Husky Community Connections Zoom call, Husky Howler w/ GoogleForm to sign up. Lots have signed up, but most are signing up to be general volunteer rather than for full commitments to being on a committee. Will present budget at Back-to-School Night - must be done according to bylaws. Will speak to community about what PTO is/does. Have a few names of people of who may be interested, but not a surge of folks who are interested in serving on committees.

Mrs. Steele - asking teachers to all use Class Dojo as communication platform. Mrs. Steele is learning School Dojo to send out Howler and other quick announcements. Asking for teachers' support with that. Currently have at least 300 emails with 60-80% reading the Howler. Trying to find balance between Messenger, MailChimp, and Dojo.

Amanda is going to start reaching out and asking people about specific roles.

Need two people to co-chair the Book Fair. Will also send out Sign Up Genius asking people to sign up to volunteer for a few hours at the Book Fair.

Spirit Wear and Spirit Events Chairs - help with t-shirt order, as well as set up online shop for "Husky Swag" (car magnets, t-shirts, sweatshirts, etc.). Spirit Events sets up events at Mi Patron, Mae Lynn's, etc. to set up an event and date (easy way to get involved).

Hospitality - need new committee. Setting up event for teachers right before Winter Break (crockpot meal on library or catered meal) and Teacher Appreciation in May.

Family Engagement/STEAM Night - have 2 parents who are interested and should be committing by next meeting.

President-Elect position - had one parent reach out who was interested. Amanda is following up with her. Have two other parents who are interested. Shadows president for the year before becoming President the next year. Year of learning how to be President of the PTO. Let Amanda know if you know of anyone who may be interested.

Calendar update - Spirit Night at Mae Lynn's is next event on 9/21 before Back to School Night on 9/22. Next PTO Meeting is 10/3. Book Fair is also coming up. Still

waiting to schedule STEAM Night this winter, as well as Spring Art Show (hasn't happened in several years).

Question from Mrs. Steele - do we want to go ahead and pick dates for Spring?

Answer: Nora is working with Mrs. Collins to see which dates make sense.

1st grade field trip to Camp Kum-Ba-Yah

Mrs. Arp - thankful for \$5,000 from PTO to make library a space for creators and makers. Have iPads that were purchased a few years ago. Getting more to add, as well as Apple Pencils to use with Apple ProCreate to make digital artwork. Also looking to get Sphero Bolt coding robots (4). Uses block coding. Has lots of national challenges for science and problem solving. Hoping to use them to engage students. Osmo kits for iPads. Design challenges with silicone shapes for younger and older kids. Also looking at Oculus Quest VR goggles. IT department may get some to travel around the district. Hoping to have 2 that live at Bedford Hills. Used for virtual field trips to engage with areas that they're studying.

Scholastic Book Fair has been scheduled for 10/31-11/4. Will be first in-person fair since fall of 2020. Amanda meets with the rep on Wednesday. Looking at fall theme. Will have more information at next meeting.

## **COMMITTEE REPORTS**

### **ROOTS TO SHOOTS (Amie Blankenship and Ava Trill)**

Have been busy since being honored with \$10,000 gift from PTO. Had meeting with teachers and parents to re-imagine garden at the end of the summer. Have done some planning and budgeting since then. Tteacher curriculum resources shared with teachers. Items that have or will be purchased are: signage, weather instruments, painting supplies for rain barrels, compost for beds, new compost bins, new wood for beds, tools, mulch, birdhouses, and monarch supplies. Kris has been sending weekly teacher updates based on what's happening that week/month. Open Garden dates set up this month and in October. Ava has coordinated all teachers for open garden recess with master gardeners and parent volunteers. Got 6 rain barrels from Lynchburg Water Resources. Will turn into art project with Mrs. Collins to design and paint. 3 will be installed this year, and the other 3 will be raffled off at the Spring Art Show. Water Resources will come out for education. In November, will be rebuilding beds. Have callout for anyone with woodworking skills/sign design.

Ava - planted milkweed and now have caterpillars. Working with Kris to build Bedford Hills Monarch Manor. Anyone in garden can check on. Should be chrysalis by the end of the week.

Amanda - please take pictures whenever anyone is in the garden for the Howler. Can send to Jill, Cami, or Amanda.

Nora - idea for Spring Art Show. Can possibly take pictures of garden to show/sell at art show.

Mrs. Arp - can have students take pictures with iPads and do research based on what they've captured.

Any new business?

Amanda moved to adjourn at 8:07. Seconded and agreed upon unanimously.

**Meeting ended at 8:07pm. Next meeting will be October 3.**