**Carnegie Vanguard High School**

**PTO Executive Board Meeting Minutes Saturday, 10/13/2020**

Susan Hawes, CVHS PTO President, called the meeting to order at ­­­­7:06p.m.

**Principal’s Report**

* Teachers returned on Monday, October 13. Twenty-eight teachers are returning and ten will continue to teach at home.
* 10% or 90 students are returning.
* There are rumors that there will be transportation, but currently there is not enough information. There will be limited seating due to social distancing. Initially transportation was just for the homeless and special education.
* There will be one entry into the building.
* Student desk and chairs are spaced appropriately. The largest number of students that would be in a classroom is fifteen in some science labs. Lots of this was covered in the meeting for students and parents that are returning in person. Students will receive mask and the teachers will, as well, with one face shield. The teachers will be instructing in person and virtually at the same time.
* All meals will be sack lunches that will be delivered to the classroom. They will go to the interior courtyard. Administration will monitor them to make sure that they are social distancing. Student desk and chairs are spaced appropriately.
* November 3rd will now be a student holiday.
* There is more technology that teacher’s need to teach virtually and in the classroom at the same time. HISD has provided a clear plexiglass trifold for each teacher.
* The district has lowered the Covid level from red to orange. Hopefully we can get back to a somewhat normal curriculum and routine. The district will send another survey to parents to ask about cycle 3. If districts don’t allow more students back in schools, they risk losing money from the state.
* For finals, we would have to break it down to different subjects or time periods for students to take them on campus the last week of January. Logistics would have to be determined.

**Susan Hawes – President’s Report**

* There has not been a lot of participation in the magnet tours, so the main volunteer has not needed much parent help.
* Request for a 9th grade support representative for parents. It would be nice to start one for each grade.
* Wrote up possible language for what contact information can be used for. Georgi moves that we post this disclaimer and Michelle 2nds the motion, and it passes.
* Teams vs. Zoom – we will find out what we can do?
* Transportation – Do we have lots of people interested in carpool? Have we received any guidance from the district? There are currently 16 people signed up for carpools.
* December meeting would be good to discuss what the future is going to look like.
* January would continue to be a general meeting for college students coming back.
* Georgi moves to make Heather Hill the Carnegie teacher representative for the next three years and all board members agree.

**Helen Ghozali – Treasurer’s Report**

* We are at 68% for Friends and Family; around $37,336.
* No fall fundraiser yet. We did have some coffee bar sales from the winter/spring.
* They’ve installed hand sanitizer machines in the classroom.
* Seven teachers have contacted Helen for Webcams for virtual learning. One teacher did buy an air purifier for the class.
* Inventory is now $6600 which is a little high.
* Ms. Ford has received a grant to buy seeds to plant a garden.
* In the past students have raised money for their clubs and deposited with HISD. All the clubs have not been able to get their money from HISD so they are coming to the PTO. If they are not an approved HISD vendor, they are not able to pay a non-HISD vendor.
* There have been inquiries about Odyssey of the Mind program. Is there someone who would be willing to put their name on the website.
* There have been no questions about the budget. It will be presented and voted on at the General PTO meeting on Thursday, October 15th. It was posted two weeks ago on the Vanguardian.
* Mr. Edwards is going to walk through a Microsoft Teams tutorial tomorrow night.
* Georgi moves that we only have two signatories on the checking account and Michelle seconds the motion, and it passes.

**Maria Castro Calzada – VP Communications Report**

* Elaine started the You Tube channel, but it is not regularly maintained.
* Need someone to maintain the website, social media and the newsletter.
* Membership Toolkit does quite a lot, but nothing well. Constant Contact is better.
* We need more consistency. It’s very tangled and messy and the passwords get lost.

**Georgi Silverman VP Volunteer’s Report**

* There is now a committee chair of Rhinos in need. There are two families that have reached out. If there is a reimbursement, then receipts will be needed.
* Still looking for a volunteer for the GATE committee.
* Grade level representatives. Georgi will start reaching out for volunteers. It would be a way for us to be more in touch with the student body.

Georgi motioned to adjourn. Helen put forth a 2nd motion and everyone voted yes.

Meeting was adjourned at 8:44 p.m.

Respectfully submitted,

Angela Christine Beaudreau, PTO Secretary.