



# NEIL CUMMINS ELEMENTARY

Neil Cummins PTO  
Meeting Minutes  
December 2, 2020

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Call to Order: ZOOM Call: 9:03 a.m.

PTO Representatives:

Patty Elliot, Principal  
Kyle Shaw, NC Counselor  
Jessica Edelen, NC PTO President  
Amanda Dickerman, NC PTO VP  
Whitney Robinson Creutz, Treasurer  
Mindy Sagemeister, Auditor  
Kate Lowe, Secretary  
Kristen Scales, Spirit Wear Fundraiser  
Corinne Golden, Spirit Wear Fundraiser  
Leigh Denbo, Class Coordinator Lead  
Jennifer Shaumbroom, Campus Conservation  
Lisa Griffin, NC Newsweek Editor  
Karen Emmons, Teacher Representative  
Katherine Chan, Board of Trustees Representative  
Jennifer Corteville, SPARK Representative  
Angela Movafaghi, NC Assembly Coordinator

Sara Esslinger, NC Yearbook  
Lyn Everly, School Administrator  
Nathelle Belloni, School Administrator

- Gratitude & Questions:
  - Welcome to December PTO Meeting
  - Patty is full of gratitude for the electronic card from the community to Patty and Dr. Geithman for Thanksgiving. The appreciation helps wildly during this unique time.
  - Kimberly Tripp had the idea for the electronic card ... such a great idea! Thanks Kimberly!!
  
- Principal Update, Patty Elliot:
  - Gratitudes:
    - HUGE thanks to all of the NC families who signed the electronic card that was sent to me at the beginning of the Thanksgiving break. Wow! I am overwhelmed with gratitude for your support and appreciation. Thank you!
  - Quarantining:
    - Live-Streaming reserved for those students who are on "Test or 10" protocol with symptoms or mandatory quarantine based on health information/exposure, etc.. For those opting to take a week away, they can get set up for Independent Studies for the week or longer if needed (if 5 days or more - not live-streaming - independent study contract)
  - Cohort Changes:
    - Out of 550; 15 requested a change. 14 students requested to move into in-person, 1 person requested to move to distance learning.
    - First grade numbers are low for distance learning
    - Community will be notified by December 11 about class/teacher/cohort changes. Most will remain the same- yay!
  - Learning Hub I: opened in October with 14 students, privately funded and staffed by YMCA
  - Learning Hub II: opening Dec. 7th with up to 14 students
  - Staffing Update:

- Lindsay Harris out on maternity leave (kinder room A5)- Michelle Hutchison moved to Kindergarten to cover Ms. Harris' class through the end of the school year.
  - Mr. Arrow - a.m. cohort substitute until winter break; Mr. Arrow covering DL PM cohort
  - Ms. Fletcher returning from maternity leave in January. Ms. Hutchison was the sub August to Nov. 20th, and now a 3 week sub until winter break.
  - Kyle Shaw started at Hall Middle School today
    - Hall 3 days a week/NC 2 days a week
    - Interviews for NC counselor position next week (3 days a week with new counselor and Kyle continues at NC for 2 days a week).
    - Mr. and Mrs. Shaw are expecting their first child in April 2021 - yay!
  
- PTO President Update, Jessica Edelen:
  - Potential Virtual Variety Show
    - Discussion ensued about finding alternatives to school events, specifically the Variety Show.
    - Many events have been changed/compromised and Jessica and Amanda would like to figure out some options for events such as Variety Show, etc. Could we create a virtual variety show with kids videotaping themselves to be compiled and sent out to the community.
    - Record videos via Zoom, iPhones, etc. - similar to the virtual Zoom Halloween parade.
    - We would need a parent to organize and spearhead this idea. Reach out to parents to find out if someone is available with video editing skills and interested in compiling the videos, potentially K-2 and 3-5.
    - This could be a fun community building event.
    - Lisa Griffin to reach out to her husband to inquire about technology to support video editing.
  
- PTO Vice President Update, Amanda Dickerman:
  - Covid Testing for Friday, December 4
    - Some people had difficulties signing up for covid tests

- Required to sign up each individual for tests - not one submission per family. For future tests, each individual needs to be registered.
  - There are extra tests for walk-ins
  - Curative is getting information from the sign-ups and will plan accordingly.
  - To cancel an appointment - email Gail Hurwitz:  
ghurwitz@lcmschools.org
  - Tests are very quick - approximately 2 minutes based on Katherine Chan's experience at the civic center.
  - Results will be received approximately 72 hours after test.
  - The approach to testing the school and community is forward thinking and a lot of time and effort has been put into re-entry post Thanksgiving break. Thank you so much to the entire district for the smart approach. It is very much appreciated.
  
- Teacher Representative Update, Karen Emmons:
  - No Update
  
- Board of Trustees Update, Katherine Chan: (get from Katherine)
  - Kyle Shaw -- celebrated his promotion to 60% assistant principal at Hall, still staying on as 40% counselor at NC.
  - Common Assessments
    - Illuminate Math and ELA Assessments, and Reading assessments were done at the beginning of this school year in August/Sept
    - Math benchmark and writing assessments were done in first half of November
    - Fall assessments are formative -- they allow teachers to monitor student learning and provide feedback
    - The state is planning to administer the CAASP tests in May, as usual, though we're not sure what this will look like this year, esp as so many schools are in distance learning
  
- Approved LCAP (School Local Control and Accountability Plans) for Cove and Neil Cummins, as well as Single Plan for Student Achievement at Hall.
  
- Thank you from Dr. Geithman for the electronic Thank You Card!

- SPARK Update, Jennifer Corteville/Daniela Kratz:
  - Huge gratitude to all who have supported SPARK thus far
  - Currently we have reached 68% participation ~ \$870,000
  - Currently we are down 7% compared to last year
  - Challenges: fewer families in the district; fewer donations for events such as the Gala, etc. due to covid.
  - SPARK Team is encouraging end of the year tax donations and corporate match programs to increase donations to meet our district goals
  - ONline Auction will be revamped due to covid; they are open to new ideas; please send in innovative ideas to the SPARK team to integrate into the auction.
  - The Drive-In Movie was a great success. The team is looking for more ideas to encourage community participation and ideas for fundraising.
  
- Treasurer Update, Whitney Robinson Creutz:
  - Hope to be able to trim budget by the end of the year
  
- Garden Update: Jennifer Shambroom
  - No Update
  
- Auditor Update, Mindy Sagemeister:
  - No Update
  
- Classroom Coordinator Lead Update, Leigh Denbo:
  - Collections for teachers and staff for gift collections are being discussed
  - Leigh is scripting an email to be sent to the Classroom Coordinators for the collection with specific language.
  - Options for giving for the teachers, either Video w/ Venmo or Card w/ Cash. For families interested in giving to support staff, they can drop things off at the office. Please contact Lyn Everly for deliveries to be distributed accordingly.
  - To support/celebrate the staff, discussion ensued regarding a pool for the entire staff to be distributed equally. Leigh, Jessica and Amanda to discuss further and will get back to the board.

- NC Newsweek Editor, Lisa Griffin:
  - No Update
  
- Holiday Store Update, Kate Lowe & Lisa Losee:
  - The Holiday Store Event/Fundraiser will be celebrated beginning next week, Friday December 11 - Thursday, December 17th, with a Winter Arts/Crafts Project to be conducted either in class or at home based on teacher's needs.
  - Each student will receive one kit to create for a loved one.
  - An announcement will be placed in the Weekly this Sunday to notify the community. Leigh Denbo will send an announcement via the Classroom Coordinators. Lisa Losee to work directly with Lisa Griffin and Leigh Denbo on the language for these announcements.
  - Kate Lowe to follow up with teachers, Lyn Everly and Nathelle for coordination of Holiday Kit distribution.
  - There will be an optional \$1 donation for each student for this fun event.
  - PTO will provide envelopes for the collection as well as PayPal and Venmo accounts for those who prefer electronic contributions.
  
- Readathon, Kate Lowe & Dina Harrison:
  - Dina Harrison, Kate Lowe, Maya Pacheco and Caitlin Brown will be coordinating the Readathon this coming year.
  - We will be utilizing the 99 Pledges platform as well have in the past years.
  - Timeline for the Readathon is between January and February 12 so as to not interfere with SPARK fundraising.
  - Team will have one full hour of designated reading in the classroom but can span throughout the week and month if necessary (2/12 deadline) to have more reading integrated into at home cohort learning.
  - The team will figure out the best way to approach this fundraising event due to covid.
  - The team will report back in January with updates from the team.
  
- Adjourn: 10:25 a.m.

