

Oak Grove School
Parent Teacher Organization
PTO Emergency Board Meeting
Wednesday, April 9, 2020

In Attendance

Julie Kovach, President
Laura Reutzal, President
Beth Zender, Vice President
Donna Griffin, Treasurer
Kate Byers, Secretary
Lynsey Wolfe, Registrar

Meeting Summary

Due to the current circumstances with COVID-19 and the school closure, the PTO is not able to actively accept/review new funding requests since our next meeting is not until May (and that is tentative). However, we know there may be additional resources our teachers need to support our students during the next 30-60 days.

We have therefore set up a weekly application process for PTO funding requests specifically supporting Remote Learning/E-Learning.

Each week the PTO Board will review and vote on requests to support immediate remote learning/e-learning needs to be implemented starting the following week.

The PTO Executive Board, if has a 100% unanimous vote, can approve requests. We feel these are extenuating circumstances to implement this process.

Process to Request Funds Supporting Remote Learning/E-Learning through April 30th.

- 1) Complete the remote learning/e-learning funding request form with supporting information. (Note: Requests not to exceed \$999)
- 2) Submit requests by the end of the day WEDNESDAY during the month of April. (April Deadlines for Requests: April 8th, April 15th, April 22nd and April 29th)
- 3) Email requests to the PTO Presidents, Laura Reutzal and Julie Kovach and copy Administration.

If teachers are requesting any sort of technology, this must be approved by the admin/tech team (Sarah Cacciatore and Scott Blumburg) prior to submitting, and copy them on request submittal.

4) The PTO Executive Board will meet on Thursday or Friday each week to review and vote on all requests received.

5) Decisions will be emailed by Friday evening (or sooner if possible) so they can be incorporated and implemented for the following week's lesson plans.

Should the school closure be extended beyond April 30th, we will re-evaluate this process at that time.

The continued health and safety of our students, families, and staff are our top priority!

Please contact Julie Kovach and Laura Reutzel with questions.

New Business

- 1) Request for Funds from Ann Coughlin for \$27.11** for grades 4th-5th for whiteboard, expo marker and eraser to create flipped classroom lessons for e-learning.

This request was approved by 100% of the PTO Executive Board.

- 2) Request for funds from Heather McCarty for \$19.98** for the Show Me Interactive White Board App for 2 months at \$9.99 per month. This app allows her to create videos of lessons using a "white board".

This request was approved by 100% of the PTO Executive Board.

- 3) Request for funds from Cheryl Matheson for up to \$100** for a large white board, dry erase markers, tripod for iPhone and dry eraser to model and videotape math problems for her students.

This request was approved by 100% of the PTO Executive Board.

- 4) Request for funds from Barb Banduch for \$44.99** for the ShowMe! App for iPad to record math videos to support remote learning.

This request was approved for up to \$44.99 by 100% of the PTO Executive Board. Confirm a full year subscription is needed versus \$9.99/month for April and May.

Discussion

The PTO Presidents will contact Administration to determine if there are better subscription options & pricing that could be explored should we continue to see interest in similar apps going forward, and if there is guidance on purchasing annual subscriptions versus month to month covering April-May.