Pine Grove Elementary School PTA

**PTA Executive Board Meeting**

**Wednesday February 3, 2021**

Meeting Notes

**Meeting held virtually via Zoom**

**Call to Order** – 6:01pm by President Anna Gibbons

**Attendees:**

Principal Diane Richmond, Asst Principal Melissa Markle, Anna Gibbons, Karin Wohlgemuth, Shaina Zobel, Jen Keiber, Tasha Logue, Tina Kubala, Jennifer Collins, Laura Frederick, Katie Flanigan, Healy Ikonomou, Debbie Mills, Colleen McCloskey

**President’s report:**Maryland PTA is now allowing virtual board member elections, and allowing virtual general meetings to vote for budget approval. This meeting will be held in the near future and announced to PTA members.

PTA will be planning an activity for all school families in the Spring. Ideas are still being considered.

**Treasurer’s report:**   
Estimated current balance is $7823. Deposits in December were $511, no deposits in January. $2 expense for bank fees in December and January.

**Principal’s report:**  
PGE has reopening team of teachers and staff who have been attending County training sessions and making plans for reopening that are specific to PGE such as determining room sizes, desk configurations for 6 ft distancing, etc.

Personal Protective Equipment (PPE) is arriving to schools from the County. PGE has also received from the County floor decals for traffic flow directions, maximum occupancy signs.

Parents will be receiving fridge magnets with self screening guidelines to complete at home each day before in person learning.

Desks will all face the same direction and will be spaced 6 ft apart. Teachers must also remain 6ft apart from students. Students will not share supplies.

Library books will be reserved online and delivered to classrooms by the school librarian. Returned books will be quarantined for 72 hours before the books are re-shelved.

Meals will be eaten in the cafeteria. Meals will be available to all students and will be “grab & go”. Payment PIN numbers will not be used. All students will face one direction in the cafeteria.

The gymnasium will be used for Phys Ed classes, but activities will be adjusted and equipment will not be shared.

Art class students will bring their own art supply kits to avoid sharing materials.

Teachers will be given flexibility to choose suggested models for conducting in-person and virtual learning simultaneously. The County will provide several models to choose from. Grade levels will follow the same model chosen by each grade level group of teachers. All teachers will be provided with headsets with microphones so that can move around classrooms.

There are no plans to reassign students to different teachers than they have had for virtual learning.

Students will not use lockers to maintain 6 ft distance.

School administrators and secretary will be in the building full time starting February 16, teachers return full time February 22.

Learning cohorts have been designed by the County Department of Transportation based on home addresses.

Students riding busses will be seated 1 child per seat, using every other seat. Car riders will use the same car loop system used in previous school years. Walkers will use the same system, however parents waiting to pick up walkers in the afternoon will need to maintain 6 ft spacing without crowding the exit doors.

No adult visitors will be allowed in the school building. Parents who need to come to the school during the school day will be met at the front door by school staff.

Classes will be able to go outside for recess, but playground equipment will not be used. Students must stay 6ft apart outside, and can take mask breaks if they are 6ft apart.

Before and after school care in the building will be offered. A new provider is currently being selected, so provider name and hours will be announced when available.

Report cards will be available to parents February 11 in the new student information system, FOCUS. Parents will receive information with directions to access the FOCUS system and report cards.

**Teacher’s update:**  
No updates

**Meeting Adjourned** – 7:05 pm

Respectfully Submitted,  
Shaina Zobel  
Recording Secretary