

## Horseheads Intermediate School PTO Meeting Minutes

October 13, 2020

Present: Michael Bostwick, Robin Doubrava, Gretchen Ferraro, Angela Sullivan, Danielle Richardson, Rebecca Fifield, Denise Trondsen, Elisabeth Bean, Zuleika Grover, Sarah Crouse, and Stacy Witzel

- **Welcome and Introductions**

- The meeting was opened by Gretchen Ferraro with a round of introductions.

- **New Business**

- **Book Fair** – No in person book fair this fall, but will be offered online. Kicked off today (10/13) and will run through Monday, October 26. All orders will be shipped directly to the students.
- **Believe Fundraiser** – The PTOs only fundraiser of the year and largest source of income will be conducted through online sales this year. There will be no door-to-door sales. All orders will be shipped directly to the purchaser. The sale is scheduled to run November 2-23.

- **Treasurer's Report**

- Danielle Richardson gave an update on account balances. There was also an overview of a typical school year operating budget of income and expenses along with limitations expected for the current academic.

- **Parent Council Representative Report**

- No report – Discussion as to whether the district will be holding Parent Council meetings for the time being.

- **Principal's Report**

- Thanks to all of our parents for support, patience, and understanding as we work through the beginning of the year challenges.
- We have been busy through the month of September on running our beginning of the year emergency drills, bus drills, and picture days. Thank you for your understanding with schedule changes.
- Itslearning is our learning management system and is the location for where students should be accessing their assignments and links for live instruction. We expect all students to tune in live if possible on a daily basis.
- Our local school district shutdown will run through October as expected.
- We have changed the expectation so that students should now tune in live for special area classes (PE, art, music, and library). This will give them access to all of their teachers.
- A calendar was sent out to parents that had the 4 day cycle listed. Students can also access this calendar through my Itslearning page on the announcements page. Knowing the cycle day is important so that students know what special area class to attend.
- Wednesday, October 14, 2020 is a regular learning day since we had Monday off. It is a day 2.

The meeting adjourned at 7:13PM.

Next meeting: Tuesday, November 10th, at 6:30 PM via Zoom