

## PVO Officer Meeting Agenda/Minutes

11/19/20

Via Zoom

- Green School Board update:
  - There are 2 openings on the Green School Board, nominations and elections will take place early 2021.
  - Officers will inform parents that they can follow updates at <https://www.scgreencharter.org/about/board/governing-board-overview> and <http://www.sccharter.org>
  - We will inform parents during our next general meeting.
- Previous Business:
  - Resignation of Tayla Cameron
  - Change of positions voted on by board members:
    - Monica Branton- Pearson voted in as Volunteer Coordinator
    - Kaela Cameron voted in as acting Secretary/Event Coordinator
- Fundraisers:
  - The officers have been researching two different companies, Spoonread and Attractions coupon books.
    - Spoonread: The officers like the thought of fundraising through reading and have reached out to Mrs. Smith, the literary coach who also gave Spoonread a good review. However, officers are unhappy about asking parents to purchase books through the Spoonread app during this time due to possible economic hardships brought on by Covid-19.
    - Attractions coupon book: This fundraiser has been used in the past with poor results. The books had been damaged, not returned, or not paid for. This year, the company is providing sample flyers instead of books. This still requires students/parents to reach out to neighbors, friends, and family selling these books- we feel this is an unnecessary Covid exposure risk.
  - The officers decide that we should make additional attempts to find a fundraiser that meets our expectations. Expectations are as follows:
    - Does not put students/parents at risk of Covid-19 exposure
    - Fully virtual
    - Does not require parents to make purchases in order to participate
    - Does not promote community activity- meaning does not encourage large group activities.
  - Officers agree that we will have a decision on a fundraiser by the end of the holiday break.

- Zoom Virtual Events:
  - K-3 Book Club: This is going well. There hasn't been very much participation, but it is an easy and fun event. Decision made to continue.
  - 4-8 Book Club: This event has only had 1 occurrence with 0 attending; there was a student that attended, but left soon after the event started.
    - The original idea was to read for 10-15 minutes and then have a group discussion for 10-15 minutes.
    - A suggestion was made that these older students can read themselves and probably are not interested in listening to a story.
    - It was suggested to create an incentive to attend; a possible homework pass.
    - Decision was made to try this event again with a "choose-your-own-adventure" book. This will be promoted in the next newsletter.
  - Movie Nights: This event has only had 1 occurrence with a few attending. We will continue this event.
  - Schedule of potential upcoming events:
    - Movie dates:
    - Nov 20
    - Dec 19
    - Jan 22
    - Feb 19
    - Mar 19
    - April 23
    - May 21
    - K-3rd Book Club dates:
    - Dec 4
    - Jan 8
    - Feb 5
    - Mar 5
    - April 16
    - May 7
    - 4th-8th Book Club dates:
    - Dec 11
    - Jan 15
    - Feb 12
    - Mar 13
    - April 21
    - May 14
- Fully Promoted update:
  - The store website remained open from 11/1 to 11/15. It was once again opened for 24hrs on 11/18 due to parent request. The store is now closed as of this date. Discussion took place to have the site reopened for another 2 weeks after the holiday break.

- Denise will email Joe at Fully Promoted to obtain sale results from the first opening and to request site open again after the break- dates will be discussed with Joe.
      - Masks: PVO purchased 100 masks to be sold in the front office; 50 kid and 50 adult sizes. The cost of these were \$550 plus tax and approved by Mr. Adams. These are currently in production and should be arriving early December.
- Parent Participation:
  - The officers recognize there has been an ongoing issue with parent participation with PVO overall. We would like to create some incentives for parents to join our meetings. Suggestions are:
    - Two giveaways per meeting.
      - School t-shirts
      - Gift card- small amount- \$10
      - Food delivery service gift card such as Door Dash or Grub Hub
        - Denise looking into if these companies have gift cards.
- Bylaws:
  - Kaela noticed an error in our bylaws. The responsibility to keep/request financial records falls to the Vice President. However, a typo was found where this responsibility was given to the Secretary. Amendments were made in Article 4, Section 1b and in Article 8, Section 2 to correct this error. This amendment will be discussed and voted on during our next general meeting.
- General Meeting:
  - Our next general meeting will take place on December 8<sup>th</sup> at 6:30 PM via Zoom. Kaela will distribute this notice in the newsletter with an agenda attached.
    - Draft Agenda:
      - Open Officer positions- spring of 2021
        - President
        - Vice President
        - Event Coordinator/Secretary
      - Finance update
      - Old news
        - Virtual Events
        - Fundraiser
      - New news
        - Open Green Board positions
      - Open Floor