

PTO Meeting Minutes: November 2, 2020

Attendees: Morgan Yarker, Holly Sutcliffe, Keelyn Kanz, Tabitha Lightfoot, Kim Albers, Ed Rogers, Anna Strand, Laurie Montgomery, Shalyn Steward, Molly O'Brien, Angie Rolling, Prachi Desan, Nhavin.

Meeting called to order by Tabitha Lightfoot

October PTO meeting minutes approved: Motion to approve by Kim Albers, seconded by Holly Sutcliffe.

Funding Request: Music teacher Keelyn Kanz shared how most schools have two of each bar musical instrument and Westfield only has one bass xylophone. She explained in order to give each child a turn they will need to play/sing a song 19-25 times per class. She showed a video demonstrating the bass xylophone and explained they are made of high-quality rosewood and would last Westfield a long time. The cost would be approximately \$2,050.00. She stated she could use \$250 of the Spring funds towards the purchase. Tabitha Lightfoot shared that we did not use the funds from Raz Kids and we could use the \$1,000.00 allocated for that to put towards the bass xylophone. Ed Rogers said he could use school funds to cover the remaining cost.

Holly Sutcliffe motioned to approve giving \$1,000.00 to Mrs. Kanz for the purchase of a bass xylophone, seconded by Kim Albers, zero opposed.

Principal's Report:

1. If there is a positive COVID case (either at Westfield or another school), will their siblings also be quarantined?

Answer: If the sibling is not a direct contact with the positive case, they will not be quarantined. If the sibling lives in the same household, yes they will have to quarantine.

2. Who decides who needs to be quarantined?

Answer: We are following the Linn County Health Department Guidelines: Moving forward, the district will follow IDPH guidance stating that close contacts of COVID-19 positive cases will no longer need to quarantine for 14 days if a face covering was consistently and correctly worn by both people during the exposure.

Ed Rogers and District Nurse, Anna Strand will do the contact tracing and will decide who needs to be quarantined.

How will parents be contacted? Answer: If student is a direct contact with a person with COVID, parents will receive a phone call from Ed Rogers or Anna Strand, and a follow up letter will be sent.

3. How long is quarantine? Answer: It can take up to 14 days for people with COVID to start showing symptoms, so the Quarantine is 14 days after the last exposure to the positive Covid test. Students can return to school on the 15th day if they have not had any exposure to the positive person and do not have any symptoms during the 14 days quarantine. Including no one

in the family have symptoms or testing positive for COVID. If during the 14 day period, symptoms occur or there is a positive exposure in the family, then would need to quarantine for 10 more days.

4. What extra cleaning was done after a positive case is identified?

Answer: Custodians disinfect all surfaces, desks, tables, sinks, all areas that can be touched. In addition, we have a Clorox disinfectant fogger that is sprayed in the rooms that kills germs on contact.

5. How many students are coming back to in-person learning in the 2nd quarter? How does that affect class size?

Answer: Currently, we have about 20. Kind of evenly spread across each grade level. We will have one of classroom of 23 students. The rest are between 19-22.

6. Snow days - what will the learning look like on snow days?

Answer: The district is still working on this plan.

7. Will any procedures at the school be changing? (for example, will they be required to wear masks at recess?) As of today, no current procedures will be changed.

8. How will indoor recess look this year? What kind of precautions are being taken?

Answer: Indoor recess will take place in individual classrooms. Students will be assigned to certain areas of the room. All things they play with will be wiped down. Masks will be worn for inside recess.

Mr. Rogers commended the teachers, school nurses, and custodians for doing a great job with cleaning and contact tracing. Said the students are also doing awesome and coping very well. Also said Morgan and Bird are doing awesome as volunteer co-coordinators organizing curbside workshops and dropping off more masks for kids.

Mr. Rogers stated some kids have forgotten their water bottles so he purchased two cases of bottled water from Sam's Club to hand out (not reusable). He said they would accept donations of more bottled water to hand out at the school.

November 12th learning night, virtual conferences November 5th and 10th. Teachers will send out Zoom links to parents, please log in a few minutes prior to your time.

Budget Update:

Write One for Westfield –

- Kim deposited \$1,500.00 in checks and has \$1,300.00 more to deposit.
- Tabitha said approximately \$6,000.00 in online donations so far.
- Laurie Montgomery stated no new invoices to pay.

New Business:

- Shalyn Steward- Westfield Media Specialist said the virtual book fair will be November 16-30, 25% of proceeds go back to the library. Books will ship to Westfield and teachers will distribute, online teachers will arrange pick up times. More information to be sent home soon.
- Molly O'Brian- Conference meal will be provided November 5th. Individual boxed sandwiches from Great Harvest Bread,. \$10/meal, 33 total provided.
- Science Night- Flyers being printed, families should preregister for rooms, all rooms 15 or 30 minute slots.
- LinnMar Literacy Day- All of the America Reads Coordinators are working together to each find a reader for every grade. The teachers will receive email with links to 7 videos to share with their class. We have a fire fighter, zoo keeper, federal judge and many more lined up.
- HyVee receipts- Westfield will get \$1 for every \$200 turned in. Please total before sending in with students. Online students will have a drop off box at a volunteer's house. Collection will be last week of November, any receipts dated after April 1st 2020 are accepted.
- Westfield Culvers Night- Working on setting something up. We average \$300-\$400 in funds raised.
- Collins Aerospace- Now has a short window to match donations starting November 12th, be sure to turn in paperwork.
- January 5th -^t next PTO Zoom meeting.

Motion to adjourn meeting by Holly Sutcliffe, seconded by Kim Albers.