**Franklin-Randall PTO Board Meeting Agenda**

**December 8, 2020 5:30-6:30 p.m.**

Call to Order @ 5:34p (Jamie)

Attendees: Jamie Miller; Katie Parsons; Ann Sydnor; Jackie Anderson; Rachel Pelletier; Tasha Moxley; Coral Conant Gilles; Josh Garoon; Sarah Jung, Sylla Zarov, John Wallace, JulieAnn Stawicki.

Approve Nov. Meeting Minutes– Approved

Principal Update (*John & Sylla*)

* Looking toward next year and completing school improvement plan
* Materials distribution at Franklin in anticipation of winter break
* Social workers, teachers, and principals are working to ensure family get supports for their needs.

Fundraising Update (*Jackie & Tasha)*

* Overall making progress toward $25,000 goal, $7000 to go as of earlier in the week. Planning to close the official fund raising on Dec. 18th, with a final flyer distribution and Facebook posts.
* Parent Engagement Group (PEG) Coordinators have also distributed communications as well.
* Will be connecting with the parent with fundraising experience to determine additional/complementary strategies for future fundraisers.
* Will be looking for additional help in writing thank you letters to donors (Katie volunteered). Also forward any good pictures demonstrating impact (e.g. t-shirt distribution)

Treasurer Report (*Ann*)

* Reviewed Income & Expenses for the month via spreadsheet (shared via email)

Community Engagement Updates (*Coral & Sarah*)

* Continuing to work with Urban Triage about potential interest in a cohort, also added an invitation to other PTOs
* Waiting to plan February membership meeting until coming back from Winter Break
* Would like to have more discussions about strategic goals for community engagement.
	+ Ideas that were presented to be considered: General Family (Member) meetings, use of events to build community, building a sense of informal community, how can we build equitable structures

Ongoing Collaborative Support & Glow Ball Virtual Event (*Jamie*)

* Continue communications in support of the Westside collaborative
* Lindsey Rogers has volunteered to coordinate a virtual glow ball
	+ Need for Zoom configuration to support
	+ Who else might be willing to help – e.g. art students for flyers, classroom coordinators programs and parents

Friends of Franklin Randall Facebook Group - Vote on PTO Involvement (*Board*)

* Motion: PTO officially adapts facebook group for PTO use, to bring in alignment with other communication channels.
* Discussion: Could we add more details to what a Facebook management would look like in place as a part of the approval. For example, could the board charge a group or committee for managing communication. An example would be Newsletter committee - a group had well defined guidelines, procedures and processes in place. Another potential would be to charge a smaller group to begin to moderate and co-create a rule set and governance doc throughout the next several months.
* Updated Motion: PTO officially adapts facebook group for PTO use, to bring in alignment with practices of other PTO communication channels, with intention to have a follow-up discussions to create those guidelines, procedures and processes for moderation and use.
* Call to vote – Motion passes with vote of 6 in favor. Conversation carried forward into January agenda.

Adjourn at 6:38 - Jaime