***General P.T.A. Meeting***

***September 23, 2020 @ 5:30 English/Cantonese***

***September 24, 2020 @5:30 English/ Mandarin***

***Attendance: Principal Hom, Assistant Principal Ms Helman, Christina Pun, Lisa Chan, Christine Zeng, Jenny Dai, Peter Yuen.. see attached for list of full attendance.***

***Speakers -Lisa Chan, Peter Yuen and Principal Hom***

***Cantonese Translator- Christine Pun ( parent coordinator, Administrator)***

***Mandarin Translator- Jenny Dai ( parent and members at large)***

**1-Greetings:**

Lisa: Thank you parents for joining us for this meeting. we will introduce everyone shortly

Please note that this meeting will be recorded for P.T.A. records, we also need to keep attendance of who attended the meetings and we will need parents to type their first and last names on the zoom chat.

***2-Principal Hom’s School Safety Report:***

Welcome to 2020-2021 school year

We will start by giving an update on our upcoming school year.

***PPE and Cleaning Supplies :*** We have received all necessary PPE from DOE, this includes:

* disposable gloves
* Disposable surgical masks for adults and Children
* Face shields for staff and teachers
* hand sanitizers,
* Two electrostatic gun with cleaning liquids
* Hazmat suits
* Disinfectant wipes

\*\*When the supplies are about ⅓ used.. we will ask our **Custodial Engineer** to replenish our supplies.

***In Person Learning,*** will start next week.

* 140 students coming into the school. ***78*** students for ***Group A*** and ***74*** for ***Group B.***  Almost 80% of our student population will be participating in Full Remote Classes.
* Monday , September 28th schools will be closed to observe Yom Kippur.
* We will be starting next Tuesday with Group A. Group B will start on Wednesday.
* There will be ***one*** teacher teaching in person for every grade, with the ***exception*** of 4th grade, where we have ***1*** full time teacher for **Group A,** and ***Group B***  and an additional 4th grade teacher on site available to give support for in person and blended 4th graders.
* This week we started with pre K for in person learning. Both groups did great, as young as they are, we had no issues with the mask wearing or temperature taking. Both groups were very enthusiastic and ready for school.

***What to expect:***

* Arriving time will be staggered (as listed, for full line up instructions in English and Chinese . Please look for schedules posted on Class Dojo)

|  |  |  |
| --- | --- | --- |
| **Grades:** | ***Arrival Time:*** | ***Dismissal Time:*** |
| **Pre K** | 8:35am | 2:00pm |
| **Kindergarten** | 8:20am | 1:50pm |
| **1st Grade** | 8:20am | 1:50pm |
| **2nd Grade** | 8:25am | 1:55pm |
| **3rd Grade** | 8:25am | 1:55pm |
| **4th Grade** | 8:20am | 1:50pm |
| **5th Grade** | 8:20am | 1:50pm |

***Wellness Checks:***

* All parents of our Blended learners are asked to fill out Google wellness Form every morning, to answer basic questions (i.e. temperature, new coughs,etc.)
* Blended students will be given thermometers to take home with their supplies. Temps must be taken as part of the wellness check on the days they go into school. After temperatures are taken, parents must fill out this wellness form <https://healthscreening.schools.nyc/?type=G>
* Line up spots has been painted in yellow for all students . Parents will line up with students. Parents can show a completed wellness form on smartphones or on paper form. Completed Wellness Forms must be shown prior to on site temperature check. (We will have additional print outs of the forms for Parents, who are not able to fill out the form on their phone or print out form from home.)
* Temperatures will be taken before entry into the building. Parents should keep their child home if they are sick. ***We do not want to use the Isolation Room unless it’s absolutely necessary.***

***What we ask from parents:***

* Please be patient, school staff are doing all we can to make sure our school is safe for blended students and to provide tech support for our families. Teachers and staff have been working late hours every night to help families troubleshoot issues.
* Tutorials on how to bypass Teachhub to access Google Classroom, and how to post on google slides, etc. has been posted on class Dojo by Ms Pat Kwan. We cannot help troubleshoot with each parent individually. We don’t have the personnel to support this. During this weekend (no school on Monday) Please look at these tutorials with your child so they can also learn.
* School has posted this google form <http://forms.gle/pYwEwyV7EL7z5onc> on **Class Dojo,** please fill it out so that we can mail you your blue emergency cards to fill out. Please do so before this Saturday, as these cards are very important.

\*\*Technology- DOE has decided in August that it is up to schools to distribute whatever devices we have on hand to families who need them. We have some families who have received iPads from DOE that have hot spots.

If there were multiples sent to a family. Schools can request families to return a device to give to other families who do not have hotspot.

We will swap your returning device with a hotspot for another device that does not have a hotspot.

Our staff has been working endlessly to try to make sure every family has devices so that they are able to do their work.

Please be patient.. our staff has been swamped with endless work. We value our parents and 124 families and want to help as much as possible.

* This week we started to use zoom. There were some issues. Luckily there were no crashes.. teachers were able get to know their students
* If a student cannot get into zoom. Please sent a message to your teacher via  **Class Dojo.** They cannot stop teaching to help .. but they will report to the main office, so that someone can try and help you troubleshoot . ***Please do not interrupt*** teachers, while they are on zoom with students.
* **Supplies;** on Wednesday we asked **full remote 4th and 5th grade** parents to pick up: supplies. Workbooks, worksheets and art materials. On Thursday we will have supplies for **full remote 2nd & 3rd graders.** Friday is pick up for **full remote 1st grade and kindergarten** supplies.
* Parents are asked to bring $15. $5 is for Scholastics Subscriptions, $10 for the art supplies ( for families who don't need the art supplies. Please bring in just the $5.00 to cover scholastic. ) \*\*If parents have more than one child. Friday is the best time to come since copies are still being worked on.
* Children who are coming in person for **Blended Learning**. Their supplies are already in school with their teachers. They will pick their supplies up to take home when they come in person.

Thank you to all the staff for their help!!

***3. P.T.A.’s Report:***

-Approval of June 2020 General p.t.a. Minutes:. A copy of the Minutes was posted beforehand on parents WeChat group for viewing. Copy also shared on Zoom Chat for viewing. (We will post future minutes on school website so that parents can view in advance)

* Minutes approved by: Linda Zou, Lisa Yeung

-Approval of Treasurer’s Budget and Report. Since we left school last March. Our budget has not changed.( Budget sheet was shared by Ms Hom on Zoom)

* Approved by : Linda Zou, David Chan

-Due to the pandemic, we were not able to hold elections last May. That will be our focus for the next two meetings. Generally these three office positions can remain uncontested:

1-President ( Lisa Chan)

1 Treasurer (Avah Huang )

1 Secretary (Janet Liu)

All other positions must be re-elected.

***P.T.A.*** Plays a vital role in school, they advocate for students and families

-update parents and families about the school

-plan and run activities for parents and families P.T.A.’s -can support schools in a number of ways, including:

-host parent workshops

-organizing activities for families—both academic and social, raising funds, running volunteer events

**Members at Large**, are elected by parents, they do not hold any titles, but they help out with events and fundraisers. They can also help answer correspondences, communicate and provide support to parents.

**Nominees for the Executive Board:**

**Co-President:**

Christine Zeng

**Co-Vice Presidents:**

Danny Moy Melissa Lim

**Co-Treasurer:**

Peter Yuen

**Co-Secretary:**

Lisa Yeung

**Nominees for Members at Large:**

Amy C. Jenny Dai Susanna Gough. Vicky Li Kristie Tse Linda Zou

Introductions from our new ***Co-Chair*** for ***S.L.T. -***Kelvin Lo (Ella Lam Is the other Co-Chair)

The School Leadership Team (SLT) is a group of individuals who help:

-develop educational policies for their school. They also make sure there are resources to support those policies.

-Provide ongoing evaluations of a school’s educational programs and their impact on student achievement.

-Play an important role in school-based decision-making

-Help to make school cultures more collaborative.

\*\*Although we’ve had more members in the previous years, with the dwindling student population, we feel 12 members is sufficient to give voice to families and school staff. We will amend our bylaws to reflect the new numbers - Ms Hom

***S.L.T. Members are made up of :***

***6 Staff and Teachers (including Principal Hom)***

***6 Parents***

***Our current Parent Members are:***

***Kelvin Lo Ella Lam Amy C. Sherry Ng***

***There are two seats open, Our S.L.T. Nominees*** are:

Alan Chin LI Li

The Election for P.T.A. and S.L.T. will be held at our next General P.T.A. meeting on **October 22nd, 2020 @5:30.**

All parents are welcome and strongly suggested to attend next month’s meeting, so that we can vote these officers in.