**Robinson Secondary School PTSO Board Meeting**

**Wednesday, June 10, 2020**

**Attendees:** Tracey Phillips, Susanne Oshry, Laurie Florence, Jim Witkop, Michelle Glicklin, LaShawn Brown, JoEllen Windsor, Shelley Smith.

**Meeting Called to order:** 7:05 pm

**Approval of May PTSO Minutes:**

**Administration Report:** Principal Tracey Phillips

Graduation has been an all consuming event, we have tried to make it special for the seniors during this unprecedented time, but there has been some bumps in the road. Permission was granted from Dr. Ivey to move the photo op inside. We had 400 students sign up for the photo and it will occur next week.

FCPS has published a 30 page document on how to plan to go back to school, however nothing has been officially decided yet. One issue FCPS is discussing is the implementation of rolling grades and not a four quarter average. Quarters would be more like progress reports towards the final grade. This is still being discussed and has not been decided on yet.

School update: Travis Hess is the new permanent Director of Student Services. The school is fully staffed except for two recent resignations in Chinese and Physics. A search is on to fill these positions. The Chinese language teacher may be hard to fill since this is the last year Robinson will offer Chinese. There will also several switching of positions among administrative assistants.

COVID-19 update: Looks like cases in VA are trending down. We will be moving to stage 2 on Friday. We are not sure what activities and sports will look like as of now. We need a lot more guidelines. The mental health of the school seem to be good. To my understanding we have not seen an increase in suicide or mental issues with students.

Academic update: There will be no summer book this year instead students are encouraged to read at least one book of their choosing. There will be no summer assignments except IB classes. Laptops for middle school students have been approved, but will not be ready for distribution until mid-late July.

**Presidents Report:** Susanne Oshry

Thanked the new and previous board members for showing up to this transition meeting. Has many questions as she assumes the role of President.

Bylaws were reviewed. Question, who does the annual report? The treasurer does this later in the summer. The books are closed at the end of June. There is an audit of the accounts by at least two volunteers. In the past a CPA has done it for the PTSO for free will see if this can continue. Roles of PTSO positions have been forwarded to the appropriate members.

President has forwarded membership toolkit to the new board members for review. It includes webinars that may be helpful for your position.

**Treasurer’s Report**: Michelle Glicklin

A transfer of signature card will have to be done as soon as allowed due to the COVID-19. The cards need to be signed in person at the same time at BB&T bank.

We have a surplus budget of approximately $20,000. Some of the scholarships have not been distributed yet. President states she will e-mail the winners to remind them to pick up their money.

**Vice President- Administration:** Jim Witkop

All new board members were given access to their PTSO account in Google Suite (Gmail, Drive, etc. ) and also given increased permissions in Membership Toolkit Website (editing web page content, managing newsletters, editing contacts).

Meetings are to be held on the second Wednesday of the month during the school year unless otherwise noted.

**Vice President -Programs**: LeShawn Brown.

L. Brown was informed by the previous Vice President of Programs that on average Robinson PTSO provided three presentations per year and were based on the needs of the time. For example, when vaping became an issue and when there was a student suicide. That way the presentations are better attended.

S. Oshry suggested trying to eventually scheduling “The Self Driven Child” presentation at some point. Also suggested a program for Robinson to be a “No Place for Hate School”, a school wide program that trains staff and students on how to take out racial bias in the school. T. Phillips asked for the program to be forwarded to her for review by her and the Equities Team.

**Secretary Report:** JoEllen Windsor- No report.

**Committee Reports:**

**Faculty Representative:** No report.

**Fundraising:** Tabled.

**Grants:** No report.

**Hospitality:** No Report.

**Marketplace/ Raffle:** S. Smith is collecting money for spots now hoping that by November Marketplace can occur. Thought is that it will be easier to refund money than to collect money at the last minute.

**Math Bootcamp**: Jim Evans retired, Danny Suther is the new math department head not sure if he will coordinate it. It usually occurs in July/Aug. It may be able to be done through Blackboard Collaborate.

**Membership/Newsletter:** No report.

**Ramping Up!**

Currently a virtual version is being worked up and will be available to students with laptops free of charge. There are two issues, one is that students without laptops will probably not have one issued in time to participate because of logistics of distribution The second issue is that Ramping Up! is a big fundraiser for us, now that it is free we will have to raise money a different way.

**Scholarships:** Susanne Oshry

Nine thousand dollars was awarded in scholarships this year. Mr. Hickenbotham awarded an additional $2,000, however he is retiring next year and is not sure if he will be able to continue to support his scholarship fund in the future. There was a Gene Seviece scholarship awarded this year for academic improvement. We would like to continue this scholarship in the future and will need to discuss further how to fund it.

**SGA**: No report.

**Special Education Liaison:** No report.

**Volunteer Coordinator**: No report.

**Webmaster:** Suggested having a dedicated communications person which would streamline information. S. Oshry asked if we will need to pay for professional Zoom to continue our virtual meetings. T. Phillips stated that the PTSO can get free professional Zoom with an FCPS email account. Will need to designate a person for this.

Webmaster will add dates of future meetings to the Web calendar and PTSO Facebook events.

**New Issue: Facebook**

Some parents were disgruntled over a private Facebook page and contacted PTSO board members. The PTSO does not have authority over private Facebook pages. PTSO has its own FB page that anyone can join, but only administrators can post information. It was decided to continue this way but try to keep the information more current and to have T. Phillips link her administrator to the account so more information can be accurately communicated to the community. This FB page will be information only and will not demonstrate bias. Robinson affiliate programs may request to have their information posted, but PTSO cannot guarantee that the site will be an all exclusive platform for every event occurring at Robinson. The main communication with PTSO members continues to be through email. PTSO membership page also contains accurate information.

**Next meeting scheduled for July 8, 2020 at 7:00 pm.**

Meeting adjourned at 8:40 pm.

Submitted by,

JoEllen Windsor

PTSO Secretary