



FRANCIS SCOTT KEY PTA GENERAL MEETING MINUTES Invite + Include = Community

Date: January 21, 2021

Next General Meeting: February 11, 2021

Start Time: 6:07 PM

Approximate End Time: 7:47 PM

Location: Virtual ZOOM Mtg

Present: Pallavi Sheth, Kai Guiland, Moneeka Shah, Mimi Kasner, Carrie Byun, Rob Van Harken, Erika Van Harken, Bonnie Quinn, Jessica Kench, Chanel Blackwell, John Blackwell, Adrienne Carroll, Jason Dare, Rachael Whang, Valeska Granados-Dickopp, Brendon O'Neill, Rocky Koplik, Kevin Anderson, Shioko Anderson, Robyn Stanley, Emily Hittle, Emily LaTourrette, Stacey Haft, Travis Haft, Laura Yang, Jessica Pullano, Rosalind Ng, Irene Seto, Tim Seto, Urvi Parikh, Jamie Rayman, Monique Pflager, Annie Lee, Jennifer Hedayati

President (Kai):

1. Native American Territory Acknowledgement
2. Vote to Approve Nov 19, 2020 General Meeting Minutes
 - a. Motion to approve minutes by Moneeka Shah
 - b. Motion seconded by John Blackwell
 - c. Unanimous vote in favor of approval
3. Calendar Review
 - a. Upcoming Dates for February and March reviewed (posted on slides and on myfsk.org)
 - i. 2/4- Next PTA Board Meeting
 - ii. 2/19- ELAC Meeting
4. Key Speakers and Topics for PTA
 - a. Distance Learning Update - Ms. Kasner
 - b. School Name Change Committee Updates - Committee Chairs

Principal (Mrs. Kasner):

- There will be a change for Passport Day/International Night. There will be something to celebrate the students. I am having a School Site Council meeting soon and we will make some changes and then share that.

School Name Change Committee- Presentation by Mrs. Quinn shared via slides

- After we polled the community, our top 5 names were. We heard last minute that the deadline was extended. We decided to stick with the original due date so we can lock in one of these names.
 - Oceanside
 - Ocean Beach
 - Golden Gate
 - Pegasus
 - Snowy Plover
- Link to Chanel's essay shared via chat/slides to read
- Mrs. Kasner- The blue ribbon panel of the district SNCC met, but I do not have further updates.
- Bonnie- We appreciate your support and feedback. We will update you as soon as we hear more news.
- Chanel- Thank you all for your support.
- Rocky- With the 5 names that we suggested put in ranked order?

- Bonnie- Yes, the order that you see on the slides. We wanted to keep Ocean in the name.
- Chanel- Oceanside was a previous name.
- Rocky- Is there only an issue if another school has submitted the same name?
- Mrs. Kasner- I hope if that is the case, they will communicate with the school committees. The committee submitted the rationale behind each name. Hopefully the review committee will take this into consideration.
- Bonnie- We linked our file documenting all of the times we met and all of the slide shows we presented, so hopefully they will listen to our choices.
- Kai- Thank you to the SNCC for your hard work. You have spent quite a bit of time doing the necessary research and making sure that all of the community members could provide their feedback which was our goal as a community; to come together and make mindful decisions.
- Chanel- Many families wrote in the survey that they do not want the school named after another person.
- Mrs. Kasner- Thank you SNCC. The deadline to submit names has been pushed to April.
- Chanel- Please read my essay because it is important to process the current name to heal and move forward. I wrote this essay in light of what is going on.

School Reopening Update- Mrs. Kasner

- We are still in Phase 2 to open 2/8/21. The first group's timeline has been pushed back. As of Wednesday morning in our meeting with Dr. Matthews, he said for Phase 2, 2/8/21 is still the timeline to plan for.
 - Tina- 2/8/21 would be reopening for our mod/severe students only.
- Family Survey Result (data slides shared)- If you have a K-2 student, you got a survey to find out how many families are interested in returning.
 - We have 270 families eligible families total.
 - 17 families did not respond (6%)
 - 82 families did not want to return in person (30%)
 - 171 families want to come back (64%)
 - I am planning with the families who did not respond in mind.
 - One third of the families who don't want to come back are evenly distributed among K-2 grades.
 - We still have social-emotional concerns for the students. I want to do a quick check to see how are you and your students doing? Do you feel like our students are missing out?
 - Van Harkens- I wonder how many of the "no" votes are families that have multiple children as FSK? In the plan, one of our kids would go back, and one would be virtual, which makes things much more complicated for our family (we voted "no" but would send our kids back if both could go back)
 - Mimi- The responses were attached to the student. I am looking at how many students are returning. I didn't take into account siblings.
 - PTA members submitted opinions about each family's situation verbally and in chat
 - Wish for more structured class time
 - Benefits of being at home have been to give child more time to work on things at own pace
 - Difficult for students with attention concerns
 - Mrs. Kasner- Kids love to socially interact with each other. Think about opening up video for your kids to socialize.
 - Mrs. Kasner- Shares academic data for Fall in Reading and Math for 3-5 grades. Data compares data from last year to this year. Teachers are working on inputting younger grades data. They are also getting ready to do the second round of testing.

- Attendance rate is also pretty high; higher for distance learning (98.7%). We don't really have academic loss, but we cannot dismiss the social-emotional piece.
- Slide of "Things to Consider" shared
 - COVID Safety Training
 - Opening Protocols
 - Classroom Redesign- This is a challenge. We have to figure out how to keep the kids interacting but with space in between. I am working with my staff now and with SpED team. Tomorrow, I have teachers from different grades coming in to let me know what they need for teaching.
 - Entrance/Exit identification: flow of movement
 - Programming and Schedule: instructional and recess (staggered for lunch)
 - Staffing: Certified and non-certified staff. I have not been able to fill open positions but I am pushing for that.
 - Materials: PPE and Learning Materials
 - COVID Quick Guide link shared via slides. This is not yet ready to share widely but eventually I will share it with you.
 - Steps to take before and when school reopens
 - Site-based staff responsibilities before schools reopen
 - Health screen/sign-in
 - Training modules for staff and administrators. As principals, we are the site captain
 - Key Safety Guidelines and Resources, links available for more information if needed
 - Paperwork to be completed by the site is needed (shared via slides)
 - We have a no touch thermometer
 - Protocol to follow if student has symptoms
 - Basic Safety Measures- Our school is fine. We may need parents to come in to help mark the floors. Students need visual cues.
 - Mrs. Kasner- I can share some of these with you, but they are a work in progress.
 - Tina via chat- We hope to share a polished version of these slides with the entire community very soon.
 - Maps of the school site shared via slides detailing potential plans for COVID isolation room, staff entrance/exits. We are trying to map out everything and disseminate directions to families. It will be difficult for kindergarten parents to not come into the building.
 - Teachers will be coming in to identify furniture they want. Some things need to be reconfigured.
- Kai- Thank you to you and your team for proactively approaching the district so that the teachers can create an environment that is safe and preserve our STEAM classrooms. **Questions?**
 - Van Harkens via chat- Is the thought that the classes will be divided into AM and PM times? Or different students will attend different days?
 - Mrs. Kasner- We are not going to do AM/PM. We are going to a regular school day for K-2 students. The class size is 14 students max. I do not yet know the configuration of the schedule. If 64-70% of the families are coming back, we can't do 5 days a week because we don't have enough teachers. One possibility the district is thinking of is hybrid learning. They don't want us to mix or switch cohorts. Adults/staff are allowed to be 2:14 ratio with students (a teacher and parent for example).
 - Chanel via chat- What month are the students coming back beyond mod/severe...for K-2?
 - Mrs. Kasner- They never gave us an exact date. It could be anytime between 2/8 and 3/22. I do not think the rest of the K-2 students should come back 1 week prior to spring break. I would advocate for students to instead come back late February.
 - As Mrs. Kasner receives updates, she will share these with you all.
 - Van Harkens via chat- Is there a point when we have to decide "final answer" on if we want to send our kids back?

- Valeska- Will a poll be sent out closer to the opening date in regards to families who feel comfortable in school?
 - Mrs. Kasner in answer to 2 prior questions- I am not quite sure, but I think it would make sense to send another poll home, especially if I have more details.
 - Jessica- I think the details on how long the day is and how many days a week really impacts the answer for whether I'd send my child back. It makes sense that you needed baseline opinions but the additional info makes a difference
 - Brendon- Jessica's point is a very good one; a lot of families dealing with childcare will need fuller information in order to decide if they CAN send their kids back
- Tina- A question we all have: Has SFUSD reached an agreement with the teachers union?
 - Mrs. Quinn- They have not reached an agreement yet and they did not give us a date in the meeting I was at 2 days ago.
 - Mrs. Kasner- They were aiming for the end of the month, but I don't know if that will happen. I think if the parent volunteers can help, I will ask.
- Tina- We have a School Reopening Committee. The committee currently has one teacher, Mrs. Kasner, six parents, and I am the moderator. If any parent or staff member wants to join the committee, please email me. Mrs. Kasner will need support from you. Since everything is last minute, Mrs. Kasner needs to be able to email for go to volunteers.
- Chanel via chat- Will there be vaccinations for teachers before school starts?
 - Mrs. Kasner- I don't know. We are on 1b and I got a link for people to register to get notifications.
- Rocky via chat- I am trying to figure out what is unique about SF or CA that we can't figure out a specific plan, while NYC and Chicago, as examples, have been able to do so
 - Mrs. Kasner- I have been talking to educators in New York and North Carolina.
- Tina- There are 2 comments. A lot of parents may have their kids in childcare and plan it month to month. They may need to know when school is opening and plan ahead. Also when kids do return to school;/care, the length of the school day and impact will affect their decision to come back.
 - Mrs. Kasner- I am hoping childcare will be more flexible knowing that parents are making last minute changes. On our end, I can communicate whatever information I have. I will reach out if I am not sure how to program it, to see if you With the amount of students who want to come back, we can't have students coming back for 5 days. I have to see how many staff I can allocate for in-person and distance learning to ensure quality teaching and learning.
- Kai- Please reach out to Mrs. Kasner via email if you have further questions about school reopening.
- Monique- Encourages all parents to join the school reopening committee
- Mrs. Kasner- I am trying to get an update on the traffic flow around the school. Because the streets have slow streets, do we need to take into consideration the flow of drop off and pick up traffic around the school.
 - Urvi & Jamie via chat- Would be interested in more conversation about slow streets - another perspective is that having them allows a safe route for elementary students to bike to school.
 - Monique via chat- I have been heading up the slowstreets issues around the school. me Kasner has connected with them and I reached out separately. I am working on lights and better signage for routes to school but I need help!
- [M&M Virtual Office](#) - Wednesdays 12:00 - 1pm and Fridays from 1:00 - 2pm
- Family Resources

Treasurer (Rocky): Review monthly Treasurer's report

- General Budget Update for Jan 2021 shared via slides
 - Remaining to raise \$66,590
 - There are some things that we have raised money for, that may not occur in a year like this (classroom supplies, emergency preparedness, distance learning support, Art In Action?, etc.)
 - Checks written shared via slides
- Kai- I would imagine we will start seeing requests for reimbursements come in, once we have clarity about what we need.
 - Mrs. Kasner- That's correct.
 - Kai- Mrs. Kasner and I can meet to find out if there are things we need to decide on in terms of what we are spending money on. We may see flexibility in the spending. Usually we do see more reimbursement requests towards the end of the year.

Fundraising (Emily L) :

- General Fundraising Update (shared via slides)
 - \$~66,000 left to raise of \$124,000 goal for this school year. We have already raised \$58,000!
 - Direct Donations in December: \$10,200
 - FSK Passport Donations in December: \$2,100
 - Plan to email about once a month re: donation drive
- Online Auction & Virtual Update (Tina / Katie G.)
 - Thank you to Angela Chang for designing the graphic (shared via slide).
 - Plan to have a whole week of events
 - Annual Auction March 13-19 (virtual)
 - Online auction- need donations from our community!
 - Week long virtual events; volunteers needed
 - Wrap up with Kids Dance Party
 - Email: auctiongalachair@fskey.org
 - Website: myfsk.org/enrichment/fsk-gala/

Membership (Kai for Brendon):

- Membership Numbers, Goals and Drive Updates- currently at 189 members!
- Please reach out to fellow parents to join the PTA
- Goal for this year is 250 members

Treasurer (Rocky): Review monthly Treasurer's report

Parliamentarian (Valeska): At the next meeting on Thursday 2/11/21 at 6pm, we will vote to approve the updated ByLaw change. We added the position of VP of Communications. We also got approval for zoom meetings.

Historian (Carrie):

- Please log your hours. We have 1152 hours logged. Link to log hours shared in chat.

Logowear (Adrienne):

- General Logo Wear Update -
 - Beanies, masks, and more for sale [online](#)
 - Running low on some items, so purchase them now

Tina- Poll for start time of future General Meetings: Members entered preferences in the chat and this data will be reviewed by the PTA board