



C.A.



Coordination of

August 24, 2020

Zoom Teleconference

In attendance: Board Members: Betsey Vinson, Barb Seiden, Joanne Baker, Atiya Young-Coleman, Erinn Henes

Administration: Tom Hernandez, Lane Abrell

Board of Education: Heather Drake, Kevin Kirberg

	Bonnie McBeth		Central Elem.	X	Charles Reed	X	Creekside	x	Crystal Lawns
X	Eagle Point	X	Eichelberger	X	Grand Prairie	X	Freedom	X	Lakewood Falls
x	Liberty		Lincoln	X	Meadowview	X	Ridge	X	River View
X	Thomas Jefferson		Walker's Grove		Wesmere	X	Aux Sable	X	Drauden Point
x	Heritage Grove		Indian Trail		Ira Jones	x	JFK	X	Timber Ridge
X	Plainfield Academy	x	PNHS	x	PEHS	x	PSHS	X	PCHS
x	Special Needs PTO								

Call to Order: Meeting called to order by CAPE President, Betsey Vinson at 9:31 am. All present recited The Pledge of Allegiance.

Roll Call: Roll call taken. All parent organization representatives present were asked to submit their name, organization(s) and email via Zoom Chat to help complete the CAPE contact list.

Administration:

Dr. Abrell

- Thanked everyone for all the support that CAPE provides and welcomed our new administrators. This school year is like no other school year – admin is continuing to work on things and polish things. A survey will be sent out 2-3 weeks into school to get input on how things are going. Remote learning was selected as the best choice out of several not-so-good choices and we hope to get back in school as soon as we can <safely>.

Tom Hernandez

- Given our district's size, we rely on our parent groups to act as front-line communicators to our parents. DO NOT rely on things you see in social media – call Tom if you have any questions on anything you hear and encourage others to do so to get accurate answers.
- Introduced new administrators: Danielle Cournaya – Heritage Grove Principal, Marcus Lyke – Plainfield Academy Principal, Chris Chlebec – PHSCC Principal, Vicky Foster – TJ Principal, David Campbell TJ AP, Scott Oldaker – IJ AP, Joe Shertz – PHSCC AP, Amber Briddick – PHSCC SPED Admin, Roxanne Ross - PEHS SPED Admin, Ashley Meyers - PNHS SPED Admin, Jennifer Orlos – Assistant Superintendent for Admin and Personnel, Shannon Miller - Director of Admin and Personnel Middle Schools, Tony Arbogast – Assistant Superintendent for Business and Operations, Jason Stanley – Director of Private Placement Student Services, Kim Williams – Special Education Admin Elementary Red House
- Betsey reminded new Principals that CAPE Reps are charged with communicating information heard at our CAPE meetings to their respective schools/parent organizations.
- Mina Griffith – Social Emotion Learning and Support have been put into place in the form of lessons and videos. We will still be conducting our Panorama survey a little later in the year. We will also have SEL hotline open so that parents and students can get social worker support quickly.

School Board:

Kevin Kirberg

- Welcomed everyone on behalf to the BOE and thanked all the CAPE Reps for contributing to the strength of our District. Echoed welcome to new administrators. Expressed confidence that our teachers and administrators will make this as engaging and successful of an experience as possible in the less-than-ideal remote environment. The ultimate goal is to get everyone back in-person as soon as safely possible. Share any questions with Tom, Admin and the BOE to help us ensure accurate information is circulating and head-off inaccurate rumors. The BOE is embarking on a District-wide Strategic Planning – kicked off this summer using a consultant. There will be a zoom open-session meeting that you are invited to attend. This is a community-wide planning process – not just BOE. We will rely on CAPE and its members to help the BOE gather information and communicate re: this process. Target is to complete by the end of the calendar year and implement in January 2021.

Heather Drake

- Echoed Kevin's comments.

Presidents Report:

Betsey Vinson

- Welcomed our new administrators and thanked our entire administration for all the work done over the summer to keep everyone safe and in-tune with their education.
- CAPE Board introductions: Betsey – President; 1st VP Paulette Hanton-Brooks resigned as her son graduated – parties interested in running for 1st VP should contact CAPE email; 2nd VP Erinn Henes; Secretary Barb Seiden; Treasurer Joanne Baker; Board Member at Large Atiya Coleman-Young.
- A recent social media post caused confusion – the suggestion was made for students to try and sign-on to their accounts today to ensure that you can get in successfully. This is not an official mock-school-day. However, independently logging in and checking access will reduce issues and volume of technical issues for Monday.
- Late attendees, please check-in via chat.
- Please complete your CAPE surveys if you haven't already.
- Thanks to Paulette for all she did for the Board.
- Question Posed: Does CAPE or Admin have recommendations for parent organizations to hold safe events? Currently no fundraising can be held on school property. You can do restaurant events as those are considered a private event. Food trucks cannot be set up at the school, but if you can arrange to safely/legally do something in a subdivision not on school property, that would be OK.
- Betsey reminded groups that we strongly recommend parent groups maintain liability insurance.
- Can we still solicit PTO Memberships? – the school District is still OK with this. Reminder to follow your bylaws. Several schools have waived fees for the memberships this year given the financial impacts of COVID.
- School promotions dates are still to be determined – target to announce mid-September.
- All schools have at least 1 water-bottle filling station (or more based on size), but not all water stations are bottle-filling stations. Some parent organizations have fund-raised to add additional bottle-filling stations.
- Any type of purchase parent groups make for the school must go first through the principal. There is paperwork to be completed and the BOE needs to give final approval (there may also be departmental approvals depending on the type of donation). This is done to ensure equity across schools and ensure that maintenance considerations and grounds considerations are addressed.
- Reminded for those that may have come late – make sure you take the information you hear here back to the schools.
- Yearbooks are planned for this year in some way/shape/form.
- Can we do virtual read-a-thons or 5K's as they would not be held on school property? – per Lane, Yes.
- Can we use school zoom accounts for PTO meetings? – per Lane, that needs to be looked into. Facebook Live is also a possible tool for schools to look into.
- If we have a spirit-wear fundraiser, could we hold drive-through pickup on school property? Dr. Abrell stated that yes, but must be very controlled and social distanced, masks, gloves, etc. Parent groups should man the distributions.

- When would be a good time for parent groups to resume their activities to not interfere with the launch of remote learning? – per Dr. Abrell, one month would be helpful.
- Please try to be beacons of positivity for the start of remote learning. This will not be the same experience we had this spring. Our kids feed off of us, so if we can remain positive in front of them, that will go a long way.
- Instead of folders for new CAPE Reps, we will send out information paperless.

Community Report:

Plainfield Library, Veronica Defazio, Head of Youth Services

- Open Mon-Thur 10-7, Fri/Sat 10-3. Study space has been eliminated for safety, but otherwise we are open to the public. As-of 9/1, we will be fine-free with the exception of our new Go-Go Gadgets Collection. Thanks to CAPE for promoting our back-to-school survey – you can always contact Veronica with any suggestions. Storytime recordings will be available soon. Take-and-Make craft program will continue – pickup information will be on our website. Program: The Effects of COVID on College Admissions; 9/21 7 pm.

Joliet Library Laura Yanchik

- Joliet is also fine-free. Weekly virtual stories and take-away crafts. We are also promoting programs in-a-bag that are everything you need to do a program at home. Still doing monthly virtual programs. We will also have Book-Worm boxes – like a subscription box with a selection of books and extras. Also trying to be the school library until the schools can re-open.

Plainfield Park District, Brock Stein, Marketing Manager

- We are still trying to do as much of our fall special programming as possible, even if things look a little different. Aug 31 Club 202 starts – students can do their remote learning with the Park District. In-person preschool will start 9/8. Outdoor fitness classes will start in Sept. 9/9 – Intro to the Challenge Course for the new ninja-style challenge course at Bott Park. 9/12 Skateboard contest. 9/18 and 19 – Drive in Movie experience. 9/21 – first of 4 fall stargazing events at Mather Woods. 9/26 – Eaton Preserve Family Fun Fest. Hoping to hold youth basketball leagues for this winter – discounted registration available now.

Dawn Bullock, APT President

- Teachers would definitely rather be in the classroom with your students. We are looking forward to seeing all your kids on zoom and hoping that the schools that started earlier got all the bugs out of zoom.

Treasurer's Report:

Joanne Baker

- Budget discussions happened with the Board over the summer. Last year we did 3 fundraisers and we have decided that we would like to continue to do some sort of fundraising. We do not have a specific fundraiser in mind, but are budgeting \$500. We have removed CAPE Reception flowers. We increased insurance. All other line items remained at the same budget levels as last year. Membership dues will also remain the same as last year but will not be due until 1/31/21.
- CAPE has awarded 4 \$500 scholarships the past few years. The Academy has been eligible through their home schools in past years. This board would really like to add a 5th scholarship for the Academy, but has not included it in the current budget so that we can see if it can be afforded.
- Motion to approve budget changes. 1st Melissa Pennuto, 2nd Jacki Block Virtual vote – budget approved.
- 0 deposits and 2 checks paid for \$25 for government filings.
- Ending Bank Balance: \$7,737.84
- Motion to file: 1st: Jacki Block 2nd: Veronica Fisher

Secretary's Report:

Barb Seiden

- We are still in need of several schools to complete the Parent Group Information google doc. Please complete by 9/11. If you need the link, please email us at capepsd202@gmail.com. List of outstanding schools and the link will be sent in the minutes.
- Minutes – Last May's minutes were emailed. Motion to file: 1st: Veronica Fisher 2nd: Tracy D

Old Business:

- Homecoming – there is not yet a decision on whether the parade can be done. We have a school rotation where a rotating group of schools are expected to have a float or walking float each year. We will send a link to this list. Football has been pushed back to spring. It is possible the parade could be moved to spring as well, but nothing has been decided. We will keep you posted on things as we are informed about them.
- CAPE Reception – last year's reception was postponed. We are still hoping to reschedule for this fall. We had already distributed photo frames for the centerpieces – if your school cannot locate theirs, there will be a charge to replace. We would like to avoid combining last year's and this year's due to program length.
- Bylaw Committee – the Bylaws Committee worked over the summer with the CAPE Board to do a full review and modifications to our Bylaws. The draft is nearly complete and will be sent for review by our membership shortly. Please submit any comments by 9/14. We will then address any open issues at our September meeting and, if no major issues are outstanding, vote to approve the revised bylaws in September.

New Business:

- With difficulties finding good fundraising ideas this year, we will utilize CAPE's google drive to share ideas. You can submit ideas directly to the drive or email to CAPE. We will also have other useful information in this one spot. Barb will send out the link once the tool is ready. Only CAPE Reps and their backups will be given access to the google drive to maintain control over the information.
- Jacki Block – Freedom is doing Spirit Wear early to drive positivity and fundraising. Also considering doing virtual spirit weeks for community building. Erinn Henes said they are also looking into doing earlier as well. Betsey recommended using similar procedures to computer and book pickups – signs in cars with student names, stay-in-your-car policy.
- Tonya P – JFK is re-evaluating the role of the PTA and is really focusing on the sense of community and morale. Noted that Eich's will do distribution at a cost of about \$4 per order. Spirit Flags or Pennants that students can display are another idea. Cyber science fair, virtual family talent shows, international pen-pal programs, tick-tock challenges are all being considered.
- Use CAPE Email for any questions/comments or if needed, Begtscapepres@sbcglobal.net.

Adjournment: 11:12 am, Motion: Melissa P, 2nd All

Next Meeting is: Friday, Sept 28, 9:30 a.m.