The meeting was called to order by Debra Greenway at 7:03pm.

**Introductions of Attending**: Debra Greenway, Merissa Leamy, Ken McKim, Adrienne Simon-Carlson, Paula Rivera, Ashley Burgdoff, Lisa Paradis, Tarri Swanson, Ian Pund, Jennifer Mullin, Misaki Curtis, Karen Yoon, **Yves Bouyssounouse**, Greg Brucker, Kristine Gual, and Allison Wong.

**President’s Report – Deb Greenway**

1. Welcomed everyone.

**Principal’s Report – Jennifer Mullin**

1. COVID Update
	1. 32 positive cases right now
	2. District is tapped out on resources so Jenn is doing the contact tracing for Harper
	3. Main thing she’s noticed when contact tracing is it is always at lunch time when kids are unmasked while eating
	4. Parents please remind your kids at home if they are not actively eating to put their masks back on.
	5. We’re on top of it. It’s really being unmasked that the issue. It’s not the classroom contact.
	6. Protocols have changed. Families have received messages about that.
	7. Quarantine is 5 days. You must test on day 5
	8. If you test negative on day 5 you are able to return to campus and are required to sign an agreement that you are going to double mask for the next 5 days. Parent/Guardian needs to come in with the student with the picture of the negative test and sign the form.
	9. Causing a lot of stress on the staff and families. Remember that staff have their own families and there are a few who have immunocompromised family members. You’ll see some teachers’ double masking. You can double mask as a student. There are plenty of surgical masks for the students. If they want to wear a surgical mask and their cloth mask over the top.
		1. Karen – a friend tested positive at the HS and emailed the district email but never got a response back. It seems like it’s hard to figure out what the protocol is if you don’t hear back. Maybe our community is not well informed about the proper protocol. Is there a plan for the unvaccinated kids who have to quarantine for 10 days to still receive their education.
			1. Unvaccinated students qualify for the quarantine independent study. A form is sent home and they fill it out and turn it in. Teachers are in direct communication with students through Canvas anyway.
			2. If you are unvaccinated and have an unmasked exposure you need to quarantine. If you are unvaccinated and have a masked exposure you just need to pay attention to your symptoms.
			3. The hard part is that protocols are constantly changing from the county so we are trying to keep up.
			4. The district is emailing parents when new protocols come out.
			5. I was walking around to individual teachers telling them when exposures where happening. I’m not able to do that anymore. Everyone is getting a mass communication because I can’t keep up.
			6. The communication process changed again today. Jenn is hoping that it will be better. You will start to get emails that states the following classrooms have been exposed.
2. Karen asked how the staff is doing. Received the email about possible class closures due to low staff. Is Harper experiencing that as well?
	1. We are. Today was probably down the most. Not all staff is positive who are staying home, but it’s still impacting.
	2. Not including para staff, down 5 teachers today
	3. For the past week we have been down 2 -3 and we have been patch working it.
	4. The teachers who have signed up to do extra subbing are newer teachers because they want to get paid more, but they’re going to get tired and more exposed.
	5. Instructional coach help out today. Look at the sub list at 5 AM and start calling
3. Tarri asked if there was still a threshold like in the beginning of the year, if there were 10 % of positive cases they close the campus.
	1. More about teacher capacity and safety on campus then it is about student percentage.
	2. At what point does it make sense to go back to distance learning so the dozens and dozens of kids aren’t missing out on learning.
	3. Jenn reported that 92 kids were out on Friday. It’s noticeable on campus.
4. Fields update
	1. It has rained a lot so the status is delayed. They need the fields to dry out before they can proceed. They have leveled it and were waiting for irrigation. If we continue to get more rain it will delay the project. They just put the other two fields out for bid. That will be on the board agenda in the future.
5. Staff Support
	1. Need to discuss teacher support. Asked Ken McKim to talk about what teacher may need or want.
	2. Adrianne Simon-Carlson will talk about some stuff that’s coming up for students.

**Teachers Report (Ken McKim)**

1. Teachers Support - Update
	1. Make no mistake, it’s very difficult in the teachers mind and mood. 19% COVID positive. 14 % of the students are gone. We are dealing with it.
	2. Absenteeism. Teachers are just as eager to teach as the asymptomatic student is to learn. Teachers are having to reassess on the fly, based on the amount of students out and the lesson plan still appropriate given the circumstances.
	3. Look at all the things going on right now. Student’s behaviors, anxiety, academic curiosity, bravery, putting forth their ideas about what they are learning in the classroom. Adolescents in general. You also have end of the quarter and end of the semester that’s coming up in two weeks.
	4. Assignments. They are just now learning how to be a student because they missed a year of training. Time management and the anxiety of is the grade really the sense of your worth as a human being? No it’s not, but students tend to think it is.
	5. The teachers are focusing on the day to day. Forget the long term plan. Forget what we would like to do. What we would like to cover in the curriculum. Right now focused on what’s going on today. Sometimes it’s hour to hour. Constant reassessment.
	6. DTA leadership is talking weekly if not more than weekly about the increased COVID numbers and closing down classes etc. The county changes guidelines and then the school district makes the decision how to apply the county public health advise/rules.
	7. With the help of Ms. Mullin and others at the school, life goes on. Want to appreciate Ms. Mullin. Not for only who she is with a counselor mindset but also her professionalism with her on going work. Despite these challenging times, she signed up to be our principal and this is way beyond the call. She’s had to fill a math position, she’s patch working the substitute list each morning and calling in favors. Kudos to her.
2. Highlights:
	1. Kelly Ridgeway – Thank you for testing your kiddos, keeping them home when ill or Covid-positive and for letting us know.  Some have followed the instructions to a T.  Thank you!
		1. Handicap access to Garden is complete! Thanks to Tree Harper Volunteers, we now have a paved and properly gated garden.
		2. Sarah Huminski (science teacher) is pregnant with her second child.
		3. Lots of new eager and talented UCD interns to help students!
		4. Ms. Holland - If I haven’t already, I’d like to thank the PTO members for the generous gift card donation to out library program! We will be announcing the Battle of the Books information in the next week or two. Thanks.
		5. Maria Nansen (Paraeducator) – We need a new pump for bicycles. Can they give us a new one? Simple but necessary.
	2. We’re dealing with it hour to hour. Day to day. There’s a lot of stress. People have to stay home when they want to teach because they’re following the protocols but we’re dealing with it. We appreciate all the PTO does. I don’t have a crystal answer to how PTO can help the teachers. We could ask them but they are overwhelmed to even get surveyed. From my personal experience, those hand written notes mean a lot. You may not get anything back from that teacher but it may keep them coming back and that’s what we need. Consistent unchanged presence for the lives of these youngsters.
	3. **Deb-** Thank you to the teachers and staff for what they do during this challenging time. We’ll get together and plan the hand written notes again and come up with some other morale boosters.
3. **Mr.** **Brucker** – Music Department Chair this year. I was for the first 8 – 10 years at Harper as well. Props to Jenn for doing all the contact tracing for Harper. I stayed home today as a precaution because of exposure and mild symptoms. It’s very stressful. As a teacher doing this who travels across different schools I worry that it’s going to get through the masks. It weighs on us. Not wanting to be in the middle of all of it for the sake of all your families.
	1. It’s a lot. This is my 18th year and I have never felt this discouraged to want to teach. Davis community is full of supportive and involved families. Receiving the notes go a long way. When random students or family drops us an email or a note, just letting us know that they are there to help, it makes a big difference.
	2. In regards to going back to closing down the school, I inquired with the school board because this entire thing is overwhelming. One of the things that Tom Adams said was last year when we went to distance learning, it took an act from the state to allow it. If they were to take a few days off, they have to add those days to the end of the school year. It would have to be an act from the state to let those days go.
	3. It’s been wonderful to see the kids get their music again as well as the teachers. To see the joy in their playing. They’re working hard to make it happen. It’s incredible to see their drive to wanting to do this. The entire department is reporting the same.
	4. We have a new teacher this year teaching band, Clyde Quick. He has been at Holmes since 2000/2001. He’s a phenomenal educator. Great to listen to him teach and work with them all. That’s going really well. Had a wonderful first concert in December.
	5. Choir is going really well and had a wonderful first concert. She’s happy how it’s going at all 4 sites.
	6. Strings had their first concert and it went really well.
	7. For the first time ever we were able to live stream. Worked with Davis Media Access. The strings concert had 500 ppl from 4 different continents.
	8. Things coming up. Mondavi Center, festivals, and field trips in the spring.
	9. How can the PTO support the Music Department? When the school was built they didn’t give us a lot of stuff and the things that we have, we’ve acquired through a lot of crazy fundraisers or booster clubs. Over the years we have applied through PTO for equipment. For the future, equipment and things for the room would be great.
	10. School culture, how do we bring all of our community together through all of the activities? Not just with music but through everything that happens on campus.
4. **Mr. B. –** Tryingto get the handicap access to the garden has been going on for 12 years. I gave up after 4 years and Ken took it over. So excited to hear we have access there.
	1. We’re doing the iReady assessments in math next week. They should be low stress for the students but we know it can cause a little bit of stress.
	2. English is also doing iReady next week. Just an assessment so we the teachers and the students can see where they are at. It helps guide our instruction.
	3. iReady has a great program that the student can study at home or in class. It gives them practice based on their needs.
	4. In some of the math classes we started proof writing. Secondary math is all about logical reasoning. Not adding and subtracting. That’s elementary math. Great to see some of that logical reasoning develop.
	5. One of the great things about COVID is it has gotten us to think of news ways of teaching, new ways of helping kids learn in all different ways. Never in the 24 years of teaching have I seen so many different ways we offer the information for the students.
	6. We’re learning lots of new things and students get feedback and can redo it. Students are really blossoming. We were concerned at the beginning of the school year because we were not seeing a lot of successes. But now we are seeing individual successes.
	7. COVID absentee rates are not uniform across the board. I have 144 students and I had 44 students or 31% absent today. I have everything on Canvas because it’s hard to reach out to everyone individually. I also get individual emails from students that I respond to. Remind students to send an email if there is something that they don’t understand.
	8. The math department has been going through a ton of supplies in class such as pencils, pens, and paper. PTO consider opening up grants again for classroom supplies. It’s been harder for students this year to bring their materials. Don’t want to have to say no to a student for not having their supplies.
	9. We’re doing math differently and planning out for a week. We have the year planned out but are shifting things around. With a lot of absences, we are having to slow things down and cut things out. We are making up for some of the losses from last year.
	10. Silver lining to all of this. We are learning better ways to help our students. We’re trying to make the best out of a bad situation.
	11. Mr. McKim will advocate for a fund a need for the math supplies. Pencils, paper, and dark color low odor dry erase markers.
	12. So proud of our math department. We are working and doing are absolute best. Thank you. The little things make a big difference for teachers.

**Hospitality – Karen Yoon**

1. Hope everybody enjoyed the IHop breakfast. Tons of positive feedback from the teachers.
	1. Coffee cart around Valentine’s Day or pick another date as a thank you to the teachers.
	2. Teacher appreciation week. A big meal one day and little things each day. Such as a gift card raffle. Include the classified staff.
	3. Deb suggested that the Board meet separately to organize the notes and other ideas for teacher appreciation. Chocolate or other treat instead of the coffee cart to limit exposure without masks.

**Counselor’s Report (Adrianne Simon-Carlson)**

1. Really grateful for having Ms. Mullin in our district for quite some time and now on our site. The work that she has done over the past two years with SDL is coming in handy right now while students are trying to maintain and work on their mental health. Social awareness and how their actions impact others.
2. Counseling we are in the home stretch of our first semester. Jackie and I are helping our students to finish strong or create positive habits that we know will help them be successful academically and social emotionally.
3. We’re starting to plan for 2022/2023 school year. We’re starting the plan for the second semester and next year.
	1. Helping 9th graders exit and chose their next journey.
	2. Prepping incoming kids and current kids make choices for their next school year
	3. At the next meeting I’m hoping to be able to share more dates for course planning
	4. 9th grade families reminder that DaVinci will be on campus 2/4/22 presenting in PE class. Davis Senior High School will be coming on 2/11/22
	5. Jackie and I will meet with the students that are staying at Harper early March.
	6. We’re helping our students to manage their absences. The best thing for students to do is check in with their teachers when they are absent for what they have missed. Also check Canvas. Checking back in when you return.
	7. Setting up the quarantine short term independent studies as soon as you can.
	8. For 2022 we are starting a support group next week. Focus on helping students with their social emotional regulation.
	9. Helping students make plans to manage their mental health. The importance of a positive mental space and the impact that it has on learning.
	10. Working on getting some assemblies together. We have one scheduled on 2/22 for the 9th graders with motivational speaker Kevin Bracy. Looking at Nightmare on Puberty Street for our 8th graders and for the 7th graders helping them manage social media and technologies.
	11. Email or call us if you need anything

**Treasurer’s report – (Ian Pund)**

1. 13,500 is where are currently with money that has come in.
2. $1,600 left to be paid out for general grants. We haven’t been billed yet. Not extra money.
	1. Hospitality still has $2,479.
	2. Campus climate has $2,000 and helping hands has $1,800 which has not been activated yet
	3. Reserve requirement at the end of this year we will have about $1,800 left.
3. We can dip into that or fund a need. I feel that our community will be willing to help our more than ever.
4. We should activate as much as possible but it doesn’t leave a lot going into next year. We will be starting off next year in a different position than this year. We had a lot more fundraising at the beginning of the year from previous years.
5. If we keep it around $2000.00, we will have to work hard as a lot of the bills get paid at the beginning of the year. We’re fine but we should do more now and more at the beginning of the year.

**VP Fundraising – (Tarri Swanson)**

1. Our direct donations in the Fall are way down, so there’s a need to do more fundraising. That was ok for this year because we hardly spent any money last year.
	1. We collected a half to two thirds of what we would collect in a normal year.
	2. We covered all but 1 grant this year
	3. Have had discussions with Ian and Deb about how much money do we want to have so we can pay out so of the back to school costs at the beginning of the year.
	4. Been thinking a lot about fundraising ideas and thinking outside of the box. In junior high we don’t do a lot of fundraising but instead ask for donations.
2. New Year’s Fundraising 2022 Drive. Goal $3,500 by the end of the year
	1. Would like to roll it out to the community as a whole so they can see the big picture and decide where they can help. Will eliminate it feeling “too much”.
	2. $3,500 plus the $1700 we will end the year with will allow us to start next year with about $5,000.
	3. This will be enough to get us started before we start our Fall donation drive.
		1. First idea is to go back to the community and ask for them to sign up as PTO members. A lot of room for growth. Only 63 members and most are 2 in a family.
		2. Ask families to make a direct donation to the PTO. Discuss for next year if we want to do a mailing.
		3. Goal between the two would be $1,500. Have a drawing as incentive.
		4. Looked into Venmo. We could combine our PayPal account and use a QR code for Venmo
3. Restaurant Night Fundraisers
	1. Panda Express Brought in $133.97. Thank you to all who participated
	2. Blaze Fundraiser Monday January 31st 5-8 pm. 20% of funds go to PTO. Goal $150.00
	3. Chipotle Fundraiser Monday February 28th 5 – 9 pm. 33% of sales goes to PTO. Goal $200
4. Pura Vida Custom Bracelet Sales
	1. Ashley designed 2 custom bracelets with Harper Colors
	2. We would like to order 50 original at $4 and 50 braided at $6.
	3. It will take 8 weeks to receive the bracelets
	4. Sell the original for $10 and the braided for $15. Offer a 2 for $ deal
	5. How can we sell them at school? Booth? Online?
	6. Ashley will be in charge of the sales in March 2022
	7. Goal is $750
5. Jamba Juice BOGO Card
	1. 40% of sales goes to the PTO. $4 a card and no minimum.
	2. Tarri will send out a sign up Genius for parents to sign up for $10 a card. Buyer gets 6 buy one large get one free. Can save $42 plus with the card. 6 months to use it once it’s activated in the app
	3. Incentive sell/buy 20 cards get one free
	4. Goal $800
6. Ongoing Fundraisers
	1. Farm Fresh to You. Continue ordering using Harper Huskies. We’ve made about $65 so far
	2. Nugget Scrip and Amazon Smile
	3. Double check that Harper is the recipient of these fundraisers

**Miscellaneous-**

1. Deb – appreciation for all the work that many presented tonight
2. Ken – Tree Harper is still going on. Meets on Fridays after school. Friends of Frances will start up in late February. 4 in the Spring. Saturday morning work parties
3. Jenn Mullin is innovating despite all this other stuff going on. They were going to get rid of these large concrete garbage cans and Jenn thought that Ken could use them for tree pot. Students are helping him engineer so they are self-watering tree pots.

**Approval of minutes (Deb Greenway)** November Minutes stand approved as sent. Ken McKim makes a motion to approve minutes. Seconded by Karen Yoon. Motion passes.

Next Zoom meeting is in March

 Meeting adjourned at 8:53 pm