

## RCV PTA Meeting Minutes

09/01/2020

**Note:** Due to the threat of infection and the social distancing restrictions imposed by Montgomery County to control the spread of the Covid-19 virus, this PTA meeting was held as a virtual meeting on Zoom (hosted through an MCPS Zoom account). Voting processes were adjusted slightly to ensure equitable access to vote without risking infection, and were confirmed immediately after the meeting through an in-person drive-through ballot vote at RCV to ensure compliance with the requirements specified by the Maryland PTA.

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Rachel (President) called the meeting to order at 7:00 and thanked everyone for attending. She explained that the meeting will be held in English and Spanish with the help of a parent translator (Maria Muñoz). There were 33 attendees in the zoom meeting.

- Mrs. Henriquez and Mrs. Spaugh provided school updates and answered parent questions about distance learning. Topics included: Contacting parents of students who have not logged in or collected school material. Connectivity problems experienced by teachers; attendance; and IDLP being available for special education, DHOH and ESOL students.

Treasurer Trisha Armstrong presented the financial report and reviewed the proposed RCV PTA budget for the 2020-2021 school year (attached). Bill Watkins made a motion to amend the budget to include a line item for attendance at the MDPTA convention. The motion was approved and RCV PTA members participated in a preliminary vote on Zoom to approve the budget (as amended), raising their hands to indicate their support. The budget was approved unanimously in the Zoom vote.

President Rachel Schiffenbauer reviewed the slate of candidates for the RCV PTA board election for the 2020-2021 school year: President (Crystal Hillard), Vice President of Social Activities (Sarah Flynn), Vice President of Fundraising (Kaitlyn Watkins), Secretary (Tiffany Lim) and Treasurer (William "Bill" Watkins), and asked for nominations from the floor for each. None were offered and the president declared the nominations closed. RCV PTA members participated in a preliminary vote on Zoom, raising their hands to indicate their support. The slate was elected unanimously in the Zoom vote.

Rachel reviewed how to participate in the drive-through vote to comply with Maryland PTA directives. RCV PTA members can print their ballots at home or pick the ballots up on-site, fill them out, and drop them in a ballot box at RCV immediately following the meeting, from 8PM to 8:30PM. RCV PTA membership status will be confirmed during the drop-off.

Zoom meeting adjourned at 7:58.

To comply with Maryland PTA directives, a drive-through secret ballot vote was held at RCV immediately following the meeting, from 8PM to 8:30PM, to confirm budget approval and board election. The ballots were counted at 8:30PM and confirmed the Zoom voting results; the slate was elected and the proposed budget was approved. The quorum was met with a total of 13 ballots cast (attached).

Recorded by:

Tiffany Lim, Secretary