



Parent Teacher Organization (PTO) Meeting Minutes
October 15, 2019 6:30 PM – 7:30 PM EST
Location – J.P Ryon Elementary (Media Center)

Meeting Minutes

<p>6:30 pm to 6:35 pm (Dr. Melinda Johnson - Principal)</p>	<p>Sign In – Stephanie Rosa, PTO President, conducted introductions before turning the meeting over to Dr. Johnson. Dr. Johnson facilitated the 90-minute meeting. Prior to the start of the meeting it was disclosed that the meeting will be video recorded and posted to the J.P. Ryon Facebook page.</p> <p>Principal’s Welcome Message – Principal, Dr. Melinda Johnson provided the welcome and introduction of the teachers and PTO staff. Dr. Johnson explained the premise of this meeting will focus on school security, policies and procedures. In discussing this topic, Dr. Johnson invited the Charles County Public School (CCPS) Security Officer, Michael Meiser.</p>
<p>6:35 pm to 7:25 pm (Mr. Meiser)</p>	<p>CCPS Safety Response Protocols/Bullying and Harassment – Mr. Meiser walked through some of the key policies for CCPS. He addressed safety and security issues, updates to school safety procedures, building enhancements and See Something, Say Something efforts. Following a brief presentation, questions will be addresses.</p> <ol style="list-style-type: none"> 1. Volunteer Policy – In order for any parent, guardian or family member to attend a field trip, participate in daily class or school activities, all parties must complete the Volunteer Survey and background check. If approved, parties will be provided with a CCPS Volunteer Card. The Volunteer Cards all expire in June of the next year, regardless of expiration date printed on the card. If anyone would like to volunteer, the survey and background check must be completed annually. 2. Teacher Background Checks – Charles county is conducting background checks of staff by the thirds. If an incident happens after a teacher has gone through a thorough background check, they have a 5-day grace period toe “self-report” any illegal crime or offense. 3. Bullying & Harassment – If you See Something, Say Something. Bullying and harassment are big issues within the school system. It must be understood that there is a difference between a one-off physical incident and bullying. If a bullying incident is identified, the school administration has preliminary steps necessary to assist. Parents or guardians can also complete the Bullying, Harassment and Intimidation (BHI) form on the CCPS website. All forms are reviewed by the School Superintendent; once the BHI form is submitted, an email is provided to the Principal and Vice Principal of the school to which the bullying is taking place. An acknowledgement emails is sent to the party of the submitted and a investigation is open. <p>School Safety Response – CCPS has developed safety solutions to assist students, staff and parents in dealing with high-level security incidents.</p> <ol style="list-style-type: none"> 4. Standard Response Protocols – The SRP should be posted in all classrooms. The SRP consist of the following: <ol style="list-style-type: none"> a. Lockout – The problem is outside of the building Secure the parameter and continue as usual. b. Lockdown – Danger is in the building. Classroom doors should be locked, turn off lights and stay out of sight. c. Evacuate – Leave location and go to secondary location. The location is normally the location designated during a fire drill.



	<p>d. Shelter – Listen for instruction from Principal. Instruction will always be provided via PA system.</p> <p>e. Hold – Stay in the classroom. No one is to leave or come in.</p> <p>5. Offsite Emergency Headquarters – If an incident happens at the school to which it is required for all staff and students to relocate, J.P. Ryon has a deemed family reunify site at the College of Southern Maryland for all emergency situations (e.g. Shooter, Fire, Freeze, Flood).</p> <p>6. MOU with Schools and Police “Sheriffs” – Charles County police department has memorandum of understanding to which in a school emergency Sheriffs and corporates can enter the school. The local police will also have visibility to the school cameras.</p> <p>7. Behavior Threat Assessment – The County has invested in a behavioral threat assessment team. These individuals check on children in relation to dangerous activities done at school. These acts do not have to be physical it could be symbolic for example; a child draws a picture defiling an animal.</p> <p>8. Door Numbering – In order to maintain a streamlined accountability for exits, the school has all doors numbered. J.P. Ryon’s main entrance serves as Door #1 and the door numbers go clockwise.</p> <p>9. Trauma Kits – It was determined during several mass school shootings, there were fatalities due to lack of trauma kits to stop the bleeding of injuries to students and staff. J.P. Ryon was provided with 41 trauma kit. The trauma kits are equipped with tourniquets to assist with packing open wounds.</p> <p>10. Student ID Program – CCPS has begun to implement school identification cards in primary schools (i.e. Elementary). J.P. Ryon students utilize student ID cards during the school day only. All ID cards are turned in to homeroom teachers at the end of the school day. School IDs are used to purchase lunch and check-out school library books. The long-term goal is for the ID cards to be used as a tracking tool to check-on and off local school bus transportation. It has also been suggested the ID cards can be used for class attendance.</p>
<p>7:25 pm to 7:35 pm (Mrs. Rodriguez)</p>	<p>Gifted Learning Program</p> <p>1. There are some children that are gifted. Gifted in the CCPS system are children that are academically 2 years ahead of where they should be. Gifted kids will be provided a separate curriculum. If you would like your children to be tested, in November of each year, the Cognitive Abilities Test (CogAT) is provided. It is a visual, quantitative, verbal and non-verbal exam. The test has multiple parts to which it is not completed until December. If a child takes the CogAT and don’t test high or from a maturity level, behaviorally a child is not able to advance to a higher grade, a 1-year gap should be provided before the child is tested again.</p>
<p>7:35 pm to 7:45 pm (Stephanie Rosa)</p>	<p>Upcoming Events (VOTING REQUIRED) – The PTO has several planned events between the months of October and December that require voting.</p> <ol style="list-style-type: none"> 1. September Meeting Minutes – ACCEPTED, VOTED YES 2. Reading Camp – Budget for concessions, \$50. VOTED YES 3. October Chipotle Spirit Night – VOTED YES 4. Affirmation Bathroom Budget - \$300, VOTED YES 5. Bus Driver Appreciation (November) - \$40, VOTED YES 6. Clothing Closet – VOTED YES 7. Holiday Shoppe – VOTED YES <ol style="list-style-type: none"> a. Stipulation – only accepting kids that have cash for the event. Will not be an open event for individuals with no funding.



7:45 pm
(Stephanie Rosa)

Meeting Adjourned