

East Olympia Elementary PTO Meeting Minutes
November 17, 2021 - 4:00 pm
EOE Library

These minutes are a draft until approved

1. Call to Order 4:07pm

2. Welcome - Vice President Diane Murrey 4:08pm
 - Introduction of Officers and members present: Rachel Cox, Teres Stricklett, Rana Longworth, Penny Kocan, Meghan Borden, Phallon Cavelli, Patty Kilmer, Jenn Mettler, Sarah Smith

3. Approval of October Meeting Minutes 4:10pm
 - Minutes were approved as presented

4. Principal's Report - Patty Kilmer 4:11pm
 - Patty reported that we have 522 students and 3 new joining next week.
 - Ms. Masunaga is on a trial to be full-time at EOE.
 - Ms. Bell has requested help to purchase items for the school store (PBIS). We have some donated items, but we need some better options. Meghan said teacher wish lists would be great.
 - Motion was approved for \$150 or less for PBIS items.

5. Treasurer's Report - Teres Stricklett 4:17pm
 - We have \$18,607.52 in the bank
 - We haven't received money from Tom for the spirit wear yet or from Sweetles from the Harvest Party
 - Regarding the Fall Fundraiser funds, it was determined that the PTO should keep the money and disburse it to teachers. It would be restricted funds and Meghan just wants to make sure we have a good plan to keep track of the money and spending. Jenn Mettler said to just make clear to the teachers what the procedure will be.
 - Meghan says we get \$250 into our account if we re-sign with the Believe fundraiser for next year. She will re-sign up for it and maybe there are others who would like to take it on? Meghan has done it the last 5 years.

- Rachel asked about the budget items and wanted to clarify if the money will indeed be spent on all the items or if any are up in the air for this year. There may be things like Enrichment which won't happen, otherwise everything else should be spent.
- We discussed a Read-a-thon or Fun Run again. We would need to find someone willing to take it on. Patty reminded us that Black Lake Elementary was very successful with their Read-a-thon last year and she could connect someone with Principal Misty Hinkle to get information on how they did it and what online company they used. Sarah said the Kona Ice Truck was a prize at her old school and it was a great incentive and not too expensive. Phallon suggested having the Read-a-thon fund more books for the library.

6. Current Business

4:42pm

- Monthly Newsletter - Phallon presented a couple samples of newsletter ideas. She found a place that could do 9 cent color copies (600) which would be \$54 + tax. 11 cents for glossy.
- Spirit Nights - Diane is happy to do Limeberry again. Phallon reached out to Papa Murphy's and some other places. Patty suggested Domino's. Rana likes the idea of doing the same place/same day every month. Diane said she'd have to talk with Limeberry and see how often they could do it.
- Staff Appreciation - It will be Wednesday Dec. 15th and all food will be donated by Safeway, which Teres will pick up. We'll set up the night before.
- Spirit Wear - Rana said we made about \$125. She felt like we had a lot of orders for that amount - should it have been more? There were a lot of mistakes with the orders so it left her with a bad taste. Teres mentioned a place she uses for work that's been great. Phallon said Tom at Sound Apparel is the cheapest. Phallon also presented new t-shirt design ideas. She said if we order 100-200 from Tom we can get shirts at \$5.50 each.
- Calendar - looks good for now. We can add events or fundraisers if we are able to do them.
- Smith Brothers fundraiser - looks like it would be great to do. Rana will look into it.

7. Old Business

- Gaga Ball pit - Rana told Kaci about New Market. She reached out to them and they will build the ball pit and Helena and Rob will donate the materials.
- Pacific Northwest Theatre - Meghan has a call into the owner

8. Additional Agenda Items

- Sarah talked about the 3rd grade pajama drive, which benefits the scholastic program that donates a new book to their program for each pajama donated. Pajamas should be new, any age, and tops and bottoms or onesies, not just bottoms.
- Patty mentioned the ukulele program with Mr. Schneider has started with the 5th grade and it's going well!
- Phallon suggested decorating for the holidays. Patty said Kaci and the other specialists are planning a snowball tournament, but maybe teachers could decorate their doors and do a door parade. Phallon will put something together for the teachers to let them know to start decorating Dec. 1st and be done by the 15th. Voting will be on the 15th. It will be optional for teachers!

9. Next Meeting Date - December 15, 2021

5:13pm

10. Adjournment

5:14pm