

East Olympia Elementary PTO
Meeting Meetings October 21, 2020
Zoom webinar

- 1. Call To Order - 4:00 pm**
- 2. Welcome- President Diane Murrey- 4:01**
 - **Introduction of Officers:** Erin Zahn, Rana Longworth, Brandel Aguirre
 - **Introduction of Members Present:** Helena Rice, Courtney Prothero, Kaci Anchors, Amanda Salazar, Penny Kocan
- 3. Approval of September 2020 meeting minutes - 4:05**
 - A motion was made and approved to accept the 2020 minutes as presented
- 4. Principals Report - Jodi Schaefer 4:10**
 - Current enrollment is 415 students, all learning remotely. School is watching Health Department Guidelines and preparing for potential to move to hybrid learning once approved.
 - Specialist activity day earlier today was at EOE. It was a huge success. They had an obstacle course and handed out meals and books.
 - Conferences will be November 2-6; all virtual
- 5. Treasurer's Report - Brandel Aguirre 4:15**
 - Sept 1-Oct 21, 2020: Reimbursements: \$103.31 for harvest parade, \$284.47 for garden supplies with income of \$240 from Yearbook sales and \$31.50 Misc; for total net income of \$-116.28.
 - PTO signature card needs updating to reflect the current board: Brandel Aguirre, our new Treasurer, will be added to our checking account at Olympia Federal Savings. Diane Murrey, our PTO President, will be added to our checking account at Olympia Federal Savings. Meghan Borden will be removed from our checking account at Olympia Federal Savings. Jacki Nelson will be removed from our checking account at Olympia Federal Savings. Courtney Prothero will be removed from our checking account at Olympia Federal Savings
 - A motion was made and approved to accept the 2020-21 PTO budget as presented.
- 6. Current Business - 4:20**
 - **PTO Bylaws change for 2020-21** - Erin Zahn presented the changes to the PTO bylaws to reflect the addition of Communications Coordinator to the PTO board; which was voted on in previous years. A motion was made, seconded and approved to accept the bylaws as presented. A copy will be posted to the PTO webpage on the EOE website.
 - **Harvest Parade** - Kaci reported we are ready to go for the parade on October 30, 4:30-6:30. Teachers are getting costumes ready for the parade. Weather permitting there will be decorations as well but this will likely be a last minute decision based on the forecast. Goodie bags will be filled the Wednesday before

the parade in the playshed. Kaci has reviewed health dept. guidelines for food/item handling with Kristie Walter which will be strictly followed.

- **Costume Contest** - Rana reports contest is open and ready to go. There will be 1-2 winners per grade. All entries should be emailed to Kaci Anchors (kaci.anchors@tumwater.k12.wa.us) by November 1. Still unsure what prizes will be, possibly some candy or maybe spirit wear shirts (see heading below on Spirit Wear)
- **Fall Food Drive** - Kaila suggested by email that we wait until February to host a food drive. Courtney agrees with this as there are currently a lot of people/organizations offering holiday outreach donations for students/families so it is a very busy time of year. Also, February is typically a time of year where donations drop off. Courtney also mentioned the snack drive we had last Spring was a huge success and that they were able to distribute the donations to students and families during COVID shut down so it didn't go to waste. The Together program could, however, use some hygiene items as they are currently out.

7. Old Business - 4:34

- It was reported that the PTO Vice President board position is still vacant and open to anyone interested.

8. Additional Agenda Items - 4:35

- **Fall Book Fair** - Erin reported we will host a Scholastic Fall book fair November 16-29. It will be 100% virtual. As a result all profits will be received in Scholastic dollars.
- **PTO Instagram Page** - Rana was wondering if PTO would like to add an Instagram page in order to reach more families, especially those who are not on Facebook. Penny and Patty thought it was a great idea. The question was asked if it should be public or private. It was suggested to keep it public, similar to our Facebook page, as parents would have to give permission to post any photos regardless.
- **Spirit Wear** - Rana was wondering if we were selling spirit wear this year as her Kinder really wants his own gear. Kaci stated some teachers are interested in buying spirit wear as well. It was mentioned that there is a lot of merchandise available in the PTO shed. Should it be sold for profit (as usual) or at cost? It was asked if it would be appropriate to have a spirit wear sale and book fair at the same time. Patty felt this would be OK. Rana suggested maybe having a table with merchandise out during conferences, but this won't work as conferences are all virtual this fall.
- It was suggested we should inventory the current merchandise in the shed; it would make great prizes for the costume contest or other activities. It could also be delivered to families in need.
- When asked about online ordering, Helena said the turn around would be about 4 weeks if we decide to have an online sale; she suggested maybe they could work

with us to just open the website for anyone who wants to order on their own but not be used as a fundraiser.

- It was decided that Diane and Erin would inventory current merchandise and then we would work with Kaila to see what the current need is. She could maybe deliver shirts to families they visit on a regular basis.
- **Fundraising** - Helena suggested that fundraising be held to a minimum, if done at all this year, due to the current situation with COVID and many families in crisis.

9. Adjournment - 4:45

Next Meeting Date - November 18, 4:00pm

Minutes prepared by Erin Zahn

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