

Brinnon Parent Teacher Organization

2019-2020 School Year

President: Vacant * Vice President: Vacant * Treasurer: Sara Gearhart * Secretary: Alicia Simmons

PTO Meeting Minutes
September 12, 2019

Call to Order at: 3:31pm by: Alicia Simmons

Introductions: Kathi Mueller, Britney Edwards, Alicia Simmons, Sara Gearhart, Elizabeth Frantz, Jeremy Simmons

Minutes: Reviewed Minutes from last meeting May 9, 2019

Principal's Report (Trish) - unavailable

President's Report (Vacant) – no report

Treasurer's Report (Sara) – reviewed 2018-2019 Profits and submitted 2019-2020 Budget

Committee Reports -

New Business

Need to fill vacancies:

President “The president shall preside at all PTO meetings. She/He shall appoint chairmen for standing committees, subject to board approval.”

Vice President “The vice-president shall preside at all meetings in the absence of the president; and take over as president if the president resigns or can no longer function as president.”

FaceBook Public Relations “The public relations officer shall issue all public notices of events on the PTO FaceBook page”

- Nicki Wiley, do you accept this position again this year?

Scholarship Committee Parent Member “This officer will serve on the scholarship committee along with a community member, and the PTO president. This person shall not be the parent or relative of a scholarship applicant. This person shall be a parent of a Brinnon School student.”

Scholarship Committee Community Member “This officer will serve on the scholarship committee along with the parent member and the PTO president. This person shall not be the parent or relative of a scholarship applicant.”

On-Site Enrichment Coordinator This committee chair researches on site enrichment opportunities and brings options to the board.

Upcoming Activities

PTO Container Paint & Organize Day!

- Date: October 8th and 10th
- looking for paint and primer in one to match the bus barn
- Volunteers NEEDED!

School Events:

(Month of September Pillar of Character trait: Trustworthiness)

- Open House (Tuesday, October 1)
 - PTO responsible for dinner – pizza, salad and pop
 - Need volunteer to answer questions at PTO table
- Immunizations Day (October 11, 8:30am-11:30am)
 - PTO providing snacks/treat (cheese sticks, capri drinks, stickers, pencils)
 - Need volunteer(s) to hand out snacks – Sara agreed to be there
- Quarterly Assembly (November 6, 2:40pm-3:10pm)
 - Do we want to do staff certificates of appreciation again this year? Was suggested yes if staff is given a head's up. (*after meeting decision: we will not be doing certificates of appreciation this year.)
 - Need volunteer to supervise Paw Pat winners
 - Do we want to look at different options for Paw Pat winners? Photo on board and award of an otter pop.
 - Any suggestions for middle school options?

Fundraising:

- Fall Festival (Friday, October 25)
 - Talyn Hutchins-MacArthur (6th grade) would like to do the Haunted Stage this year. He needs an adult volunteer to assist.
 - Sign-up sheet for booths (handout)
 - Britney Edwards requested to be in charge of this year's Fall Festival. The board agreed.
 - time will be 5:30pm-7pm festival, 7-7:15pm trunk or treat
 - requested Alicia to message Nicole re: haunted stage walls (*after meeting Nicole was contacted, walls are in the bus barn behind the refrigerator.)
 - requested Alicia to message Brittany re: trophy (*after meeting Brittany was contacted, trophy was not returned and was not expected to be.)
 - Sara to contact Dani re: food and use of kitchen. (*after meeting Dani was contacted, ok to use kitchen, she is available to help with festival.)
 - food: chili cook off will be combined with a baked potato bar for dinner
- Vendor Fair (Saturday, November 23)
 - Suggestions on vendors to contact

On-Site Enrichment:

- Traveling Lantern: The Lion, the Witch and the Wardrobe play will be Thursday, March 5 at 1:00pm
- Looking for committee chair willing to research and bring options to the board for on-site enrichments.
- Suggestions given: Burke Museum, Museum of Flight, Science Center

Marketing:

- BSD website, FB update, Meet the Teacher, Open house (and other school events), Newsletter, Brinnon crier, The Bugle, Flyers around town and email updates.

Announcements/Open Floor

- any other upcoming community events?

Next PTO Meeting: Thursday, October 10 at 3:30pm

Adjournment at: 4:35pm als