



Olinda Elementary

PTO Meeting Minutes

August 20, 2020



PTO Board meeting of the Olinda Parent Teacher Organization was held on Thursday, August 20th via Zoom

Meeting called to order at 6:37 p.m.

In Attendance: Eileen Clarin, Mike Siemsen, Panna Parikh, Susan Akutagawa, Maddi Henley, Kelly Ly, Cherrie Lin, Jean Hisakado, Kenby Su, Adity Sehgal, CC Giang, Aparana Mathur, Aveena Desai, Janet Son, Alfi Park, Theresa Yu, Deidre Braun, Lily Ho, Katie McGill, Julie Sohn, Catherine Ramirez, Laura Robinson

Welcome

Mike thanked everyone for coming. Dr. Pree said that it may be challenging to meet in MPR based on COVID-19 protocols.

Board Reports

❖ **Principal and President's Report:** Mike reported on behalf of Dr Pree – Sorry he could not be here. Proud of the way everyone has navigated. Great staff who coordinated pick up on first day. 694 of 700 kids picked up during materials pick up. First week of school is not typically academic. Give teachers time to refine and reflect in hope of going back to normal again. Please contact Dr. Pree with academic questions.

24 of the classrooms in use including specialists in Special education, reading & speech. 689 students with 297 chromebooks distributed.

- Tech needs: teachers are learning they need more tech. Macs from media center being used in classrooms. District does not have budget to support all needs. Zoom and Seesaw purchased by district to support district wide.
- Other needs: \$3,000, wireless mics, document cameras, dongles and connectors. Are we able to assess needs for the year vs. as needed. Struggling with supporting community with tech support and navigating platforms. Eileen, Ann and Amy are supporting the parents and community as best they can. How can we help? Mike suggested videos for parents or room parent supports technical support.

Eileen, there is no work-around for some tech needs, but some of the items can be re-used, are we good with the \$3,000 ask for tech supplies? Eileen shared that there is a real need for these supplies

Back to School Night, Thurs 27, 5 pm and 5:35 p.m. – two sessions, teachers and then Principal's forum, PTO president's message video – welcome from PTO and kick off membership

Talked about after school programs – What are our thoughts? Katie – not Zoom activities, Aparna – we could be liable for issues, CC – we will need to supervise activity

Conversation about the watch-list and possibly going back to school, multiple criteria to get clearance for going back to school, must be off the watch list for 14 consecutive days. Even after watch list, they wouldn't start right away.

Mike has started the new PTO website and worked down price to \$107. Membership and Spirit Wear will be online. Mike has committed to maintaining the website as long as he has a child at Olinda.

Tentative Meeting schedule for the next few months – Sept 17, Oct 15, Nov 12 Thursday evenings, but subject to change as the calendar is finalized

- ❖ **Membership:** Lanie is working on a form to give to Dr. Pree, Share the information during back to school night. Catherine mentioned Membership would like to make sure we are tracking who is donating and the family members connected to that account. Mike is working out details of using Paypal for membership as well.
- ❖ **Treasurer:** Susan shared July budget report- made \$695 from walk-up yearbook sales, good job Laura! Expenditures - \$373.74 balance of walk-throughs for this year after our credit carry over last year. Susan will be requesting blue forms for reimbursement or payment, she will put in digital form, it is okay to request a debit card transaction and cc Mike on email requests.

Susan requested a motion to approve check #2856 and approve July PTO budget

- Motion to approve check #2856 was made by Susan, CC first and seconded by Laura. Motion approved
- Motion to approve July PTO budget was made by Susan, Mike first and seconded by Eileen. Motion approved

Eileen has spent \$1,063.55 on Time for Kids

CC recommended use misc. budget to cover \$772. difference in Time for Kids – Eileen made motion to approve use of Misc. funds to cover difference.

- Motion to approve use of Misc Funds to cover differences made by Eileen. CC first and seconded by Katie. Motion approved

Eileen – books and other Time for Kids will be coming on a school distribution day every couple weeks. Scholastic News TK-3rd and Time for Kids 4-6th grade. Sometimes teachers use the digital version.

- ❖ **Yearbook:** Yearbooks are still being picked up and some are still available. Laura is looking for theme ideas, please send ideas to her. Will need feedback about summer delivery or end of the school year. Deadline will need to be by end of April if we want by end of the year.
- ❖ **Spirit Wear:** Theresa would like to do online payments for Spirit Wear. Members agreed with the ease of spirit wear. Mike will look at logistics of handling payments online. Kelly also mentioned that Jenn had looked at some quotes for masks at the end of the year. Kelly will be investigating options for spirit wear.
- ❖ **Safety:** Aveena talked about safety backpacks, ok to buy batteries with budget.
- ❖ **Red Ribbon:** Karen gave update to Mike and is rolling with the Red Ribbon week theme.
- ❖ **Art Masters:** Mike shared he will contact Fibro to see what they can offer
- ❖ **Family Fun Night** - Adity – Asked about family fun night budget – Mike said we will have family fun, maybe not the same, but will have at some point.

- ❖ **Hospitality** - Welcome back lunch dates would need to be determined with Dr. Pree. Maddi asked what's next. Hospitality – let's figure out what that may look like for staff at the beginning of the year. Ideas – in-person lunch, welcome back food truck. Back to School Lunch, Muffins and Donuts
- ❖ **Book Fair** – Cherrie looking at possible scheduling virtual book fair, need teachers support to spread the word. Ask teachers to support classroom books through Scholastic.
- ❖ **Assemblies** – Julie asked if we should investigate virtual assemblies. Mike, yes, let's look at options for 2020.
- ❖ **Cooks Night Out** – Mike will touch base with Gilbert to learn what the plans are. Susan asked if we were waiting for checks – Alfi said no more checks expected

Other Business

- ❖ Mike - For everyone, let's look at how we accomplish our activities virtually For everyone, let's look at how we accomplish our activities virtually
- ❖ Motion to adjourn made at 8:06 p.m. by Eileen Clarin

X _____

Mike Siemsen
President