



EPHS
Parent-Teacher Organization
Meeting Minutes

September 14, 2020

9:00 a.m. via Zoom

Join here: <https://us02web.zoom.us/j/83985903237>

1. Welcome, Introductions, Roll Call

- a. President – Laura Jester
- b. Treasurers – Brenda Wood and Lisa Tschetter
- c. Secretary - Nicole Trebil
- d. Calendar - Brenda Wood
- e. Communications - OPEN
- f. Event Coordinator – Kelly Robert
- g. Staff Appreciation - OPEN
- h. Student Directory -Jill Szczepaniak
- i. Social Media - Andrea Miller
- j. Volunteer Coordinator – OPEN
- k. Website – Tracy Bredehoft

2. Approval of Minutes – Action Item

- a. May 11, 2020 (attached)
- b. MOTION to approve minutes from May 11, 2020 PTO meeting by Brenda Wood, second by Andrea Miller. Motion passes unanimously

3. Review Budget – Brenda

- a. 2020/2021 Budget (attached w/o Senior Party info)
- b. Won't be doing planners this year so no revenue from that source
- c. Brenda to check if Not Me event was refunded from March event that did not happen due to COVID
- d. Budgeted expenses for the year = \$10,315
- e. Bank balance = \$25,934 including Senior Party
- f. \$600 in admin expenses and some senior expenses to be added, Brenda to update and send out
- g. Tracy renewed both URL hosting addresses and combined them so total is around \$545 this year but moving forward charge will be \$395 for the next 3 years

4. **A is for Activities Event Update** – Kelly, Andrea, Laura
 - a. Thursday September 24th via Zoom
 - b. Event agenda
 - i. Principal introduction
 - ii. Mike Grant to speak
 - iii. Student videos – 3 short
 - iv. Add a Q&A chat section and send as an FAQ document
 - c. Speakers
 - i. Kelly needs approval on student video selection from Robb
 - d. Logistics
 - i. Clubs are for the most part up and running
 - ii. Work with Jummy on posting updated list for parents to access
 - iii. Facilitate discussion of other areas for kids to get involved; community center, Lifetime, faith communities, volunteer opportunities
 - iv. Andrea will host through Zoom, will assist with moderating Q&A, and will record so can post online

5. **Staff Appreciation** – Laura, et al
 - a. What and when
 - i. Possibility of delivering Individual bags for teachers with prepackaged goodies
 - ii. Breakfast boxes – Hyvee?
 - b. Who can help
 - i. Brenda and Kelly to help with catered staff appreciation
 - ii. Nicole volunteered to make/distribute bags in the future
 - c. Supply drive
 - i. Laura hasn't heard of any immediate needs; wipes may be an option

6. **Principal's Update** – Robb Virgin
 - a. How is everyone feeling (teachers, staff, students)?
 - i. Overall, pretty good. Last week was a good week. It affirmed that hybrid was worth it for students to feel connected.
 - ii. We have 200 teachers that are approaching it differently. For the most part, all of them have done a great job of leaning in.
 - b. How are logistics working?
 - i. High school is well positioned to be in this spot. Roughly 700 students are solely online and enrollment is around 3000 – so only have about 1000 students in school at a time. We may keep the 9th grade only orientation for the first day of school moving forward.
 - c. Where can PTO help this year?
 - i. Laura to check in again about volunteer needs and supply needs
 - d. Sports/Activities
 - i. Winter sports will be decided on Oct 1
 - e. Open House

- i. Virtual and parents will follow the students' schedule
- ii. How to get zoom links to parents efficiently
 - 1. Put class/time in subject line

7. Directories – Jill

- a. Orders so far – only 7
- b. No information for the directory available until Oct 1
- c. Ideas for gathering more orders
 - i. Andrea has social media posts going on the Facebook page
 - ii. Laura will mention it at Open House and in mass email sent to parents
- d. Should we print more than ordered to sell throughout the year?
 - i. Let's see based on orders that come in

8. "What I Wish I Knew" College Planning Event – Kelly and Laura

- a. Currently scheduled for October 6th, 7:00 p.m.
- b. Format, logistics
 - i. Should we have 2020 grads speaking towards how the pandemic changed the process
 - ii. Counselors have online scheduling now which is really effective
 - iii. Tap into Lizzie McNamara's resources and discuss what's different now

9. Other Reports

- a. Planters
 - i. We have budget for it but Robb will talk to facilities about maintaining them
- b. Communication and Social Media
- c. Calendars
 - i. No paper calendar this year
 - ii. Sponsorships not coming through for the online version
- d. Website
 - i. Tracy and Laura redid all of the verbiage on the many different pages
 - ii. Tracy will add links to activities once that is updated as well
- e. Senior Party
 - i. Brenda to take a stab at fundraising strategy
 - ii. Idea: Fundraising month – setting goals and asking parents for \$

10. Adjourned 11:10

Submitted by Nicole Trebil, PTO Secretary of EPHS