



EPHS
Parent-Teacher Organization
Meeting Minutes

October 12, 2020

9:00 a.m. via Zoom

Join here: <https://us02web.zoom.us/j/81602964188>

1. Welcome, Introductions, Roll Call

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

2. Welcome New Member!

- a. Sarah Fahning for Staff Appreciation

Laura introduced Sarah Fahning who recently volunteered to be the new lead for staff appreciation. All members introduced themselves.

3. Approval of Minutes – Action Item

- a. September 14, 2020

MOTION to approve minutes from September 14, 2020 PTO meeting by Jill Szczepaniak, second by Kelly Robert. Motion passes unanimously

4. Review Budget - Brenda

- a. 2020/2021 Budget

Brenda reviewed the status of the budget including income from staff appreciation and directory orders. She noted almost \$2,000 was collected for staff appreciation and less than \$200 was spent. She noted the bank balance still includes Senior Party

funds; she is working with Lisa Tschetter to determine which funds are PTO and which funds are Senior Party. Brenda reported the Senior Party will be held May 27th; right now planning for a typical, in-person event. Will make the final call on event format in March.

Brenda and Andrea (Senior Party fundraising chair) presented some fundraising ideas noting that it might be beneficial to combine Senior Party fundraising with PTO fundraising. Ideas include restaurant nights (PTO + Senior Party), silent auction (Senior Party only), and class of 2021 yard signs (Senior Party only).

Laura and Brenda will discuss actual budget needs to make sure spending and income is aligned.

5. Report on Recent Events – Kelly

- a. A is for Activities – 23 participants
- b. What I Wish I Knew – 84 participants
- c. Next event – not until March (“Not Me” event)
- d. Additional event ideas? What are the gaps we can fill for parents/families?

Kelly gave an update on the two events and noted that materials and event recordings are now online. There was discussion about future event ideas including Not Me events for both girls and boys, a springtime college planning for parents (what you can do over summer), and a virtual “coffee with the principal” to connect with principal and assistant principals.

There were also questions about what activities will be planned by the school over the winter to keep kids socially connected, especially if school is moved to completely online. It was noted we can check to see what other schools are doing to keep kids active and engaged.

- 6. Principal’s Update/New Communications – Robb Virgin** was not available for this meeting; Laura will connect with him separately. Laura noted there will be a new way to communicate with parents, that the high school is moving to a once a week newsletter emailed to parents with information from all departments in one spot. (No longer receiving multiple emails from the school over the course of the week.) PTO members talked about having PTO content in every newsletter so people get used to checking for information there; although also run the risk of parents ignoring the section if nothing changes or there’s no new news.

7. Staff Appreciation – Laura, Sarah

- a. Report on October event
- b. Next event: when, what, how

Laura thanked Brenda and Sarah for their help and relayed the appreciation voiced by staff as they set up the event. The PTO served individually wrapped bakery items

from Cub, plus Halloween candy. Laura also reported on the successful classroom supply drive (although many items weren't actually received but may trickle in over the coming days).

The group discussed possible future appreciation events including box lunches or winter survival kits. Laura will talk with Robb about what makes the most sense and will coordinate with Sarah. There was agreement that it makes sense to appreciate ALL staff, not only teachers, particularly this year.

It was noted that October is National Principal's month. The group agreed to purchase \$25 gift cards to Kowalskis for each principal/assistant principal and give along with thank you cards. Sarah will coordinate.

8. Directories – Jill

- a. Order numbers
- b. Gathering data and information
- c. Printing and distribution

Jill reported just over 100 orders (compared to last year's 130 orders). She is updating the information pages and coordinating with District staff to get the data. She will add information on the PTO Facebook page to the information page. We'll order 20 extra copies to sell as more requests come in. There was discussion about how to distribute to students as they are not seeing their Connections teachers. Laura will discuss with Robb.

9. Other Reports

- a. Social Media – Andrea
Working on having posts each week and can mirror newsletter information.
- b. Website – Tracy
Website has many changes and updates due to new formats for events, etc.
- c. President's Council – Laura
Laura will continue to attend these meetings are report pertinent information to this group.
- d. EPHS Open House – Laura
Had 5 minutes with audience of 400 parents to review PTO mission and activities.
- e. Planters
Sarah expressed interest in maintaining the planters.
- f. Senior Party
Update given above.

10. Adjourn