

## Executive Board Meeting Minutes 3.11.20

Katrina  
Kim  
Jo  
Katie  
Mya  
Angie

Sheila - co-presidents didn't meet with her today since she is sick. She has a few topics:

Lenee Gower is the new principal secretary.

She wants to know what funds are left in the funds allocated to the school for the individual line items. Budget form with highlighted funds available sent to Sheila.

Conference meals. Roughly \$173 left over in line item budget. Will make a \$500 ask at the next PTO meeting for the spring conference and will be asking to up the budget line item for next year, or put it in a stretch budget for next year. We will ask teachers what they are comfortable eating in the midst of the COVID-19 outbreak.

Staff Appreciation. This is the first week of May. Flowers for the teachers were very popular. We will look to see if we can get a lead to take this on. Sheila will do OJ, coffee bar, etc on Monday.

Conferences - link will be going out this Friday to sign up. Office will be open on 4/3 but the teachers will not be working that day.

Dance on Friday - Sunset's Key Club will work concessions. We will send out a message reminding parents to keep sick kids home.

Erin's law and Human Sexuality will be taught in April, letter home to parents on 3/20.

Volunteer's tea - each class will sing to the parents.

Kinder Orientation on 4/17. Angie will speak on behalf of the PTO.

BSD sponsors kids to prevent "Summer Slide". Elmonica will be where this happens for 6 days for the summer, the kid will get a lunch during those days. The teacher will also check in with the kids throughout the summer.

Projections for next year at Oak Hills - right now the projection is 6 students less than what is enrolled this year.

Misc. Info:

Auction info and ticket sales to go out on Friday.

Emergency Fund - Katie talked to Ms. Rae about this. She agreed to being the facilitator of these funds since she knows of all the other resources. Sheila, Shelly, PTO treasure and PTO president would be the group that reviews every ask that Shelly brings. Basic needs are what is to be covered by this Emergency Fund, with some guidelines to oversee what is to be spent by these funds.

Snack Pantry - We need to find a lead to run this project. Will ask the Vice Presidents to see if they can go back to the original pantry social media post to see if there is someone who wants to take it on.

Security Camera - Sheila is still working with BSD and tentative approval has been given for us to get a camera.

Jo makes a motion to approve last month's Executive Meeting Minutes, Katie 2nd the motion. All has approved.

Meeting Adjourned.