

# Odyssey Discovery PTO

**August 13, 2019 / 6:00 pm / Board & Committee Lead meeting @ Camas Library**

## Agenda

- ❑ Meeting Call to Order
- ❑ Introductions and contact information handout
- ❑ Overview of the calendar
- ❑ Treasurer appointment
- ❑ Back-to-School support on Wednesday August 28th (5:00 to 7:00) at Odyssey and Discovery
  1. Timing: 4:45 to 6:00 (set-up)/ 6:00 to 7:15 (take-down) at each school
  2. Responsibility: promote signing up for email, volunteering, donating
- ❑ Spirit Wear Update
- ❑ Break out sessions with Board member representatives (see below)
  1. Each committee reviews the Lead role and desired participant goals
  2. Review best communication avenues (email and/or text) and grant Shared Drive file access
- ❑ Reconvene as a group
  1. Community meeting September 10th at 6:30pm @ OMS
  2. Review the plan for the next 2 months
- ❑ Close of Meeting

## **2019-2020 PTO Community Meetings**

September 10 2019, 6:30 pm @ Odyssey MS

November 12, 2019, 6:30 pm @ Discovery HS

January 14, 2020, 6:30 pm @ Odyssey MS

March 10, 2020, 6:30 pm @ Discovery HS

May 12, 2020, 6:30 pm @ Odyssey MS

## **2019-2020 PTO Board Meetings**

October 8 2019, 6:30 pm @ Camas Library

December 10, 2019, 6:30 pm @ TBD

February 11, 2020, 6:30 pm @ TBD

April 14, 2020, 6:30 pm @ TBD

June 9, 2020, 6:30 pm @ TBD

Board meetings to be held either at private homes or the Camas Library.

## Committee Break-out Sessions

### President: Anne Penikis

Grant Writing – *Vanessa Wilson*, Tricia Harding, Lauren Barton

Handout on potential grants for application with deadlines, plan CEF mini grant and IQ Credit Union asks. Contact staff re: specific grant needs (special education, field trips, STEM, sustainable energy projects, outdoor space, music).

Task Force: STEM grant/ donation disbursement review (Kristin Abe, Aunna Elm, Laura Barton, Dan Short)

### Vice President: Kristin Kingsbury

Scholastic – *Alyson Short*

2-4 order submissions, spring book fair @ OMS

Spirit Wear – Erica Stupfel + **Lead volunteer**

Back-to-School Night, Nov/Dec order, spring order, Class of 2024, Online store

Staff Appreciation – Erin Andreson + **1 volunteer**

Monthly event (timing TBD, align with new school schedule), Need planning outline of monthly themes. Sign Up Genius for volunteers

Task Force: Student social bonding (Kristen Kingsbury, Christina Safford, Andra Spencer, + **2-4 volunteers**)

### Secretary: Carrie Hoorn

Facebook – Erin Andreson

Weekly promotion of events/volunteer needs, pictures of student events (approved through school secretaries). Rapid change in information to families/staff

Newsletter – Kary Wilson (*unable to attend*)

Monthly information/event/volunteer opportunities update via email

Webmaster – *Pippin Beard* + **1 volunteer**

Monthly calendar of events (ongoing), send notification to treasurer for online Direct Drive donations, include links to corporate rewards programs, apps and Sign Up Genius, etc.

Task Force: Bylaws review and change proposal (Andra Spencer, **Lead +1 volunteer**)

### Treasurer: \*Anne Penikis to cover

Box Tops 4 Education – *Carrie Hoorn*

2-4 days monthly promotion, Promote app for scanning receipts. Connect other participating retailers (Costco, Safeway, Boxed.com etc...)

Dine Arounds – *Jenn McCullough*, Andra Spencer

2-5 events (ie. September, October, January, March, May) avoid November & December. List of Skyridge vendors in Shared Drive

Direct Drive – Robyn Lowy + **1 volunteer**

Back-to-School Night, September, Spring

Fundraising – *Chelsey Mach*, Dani Hobbs

Used book drive, student raffles, large item donations from companies, art program