**Ortega PTO Executive Board Meeting – Unapproved Minutes**

**January 5, 2021 via Zoom**

**PTO Executive Board Voting Members (X by the name of all in Attendance):**

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| X- President: Maria Medina X-Vice President: Rachel Merlo X-Co-Treasurer: Tenishia Kavanaugh X-Co-Treasurer: Megan Close  X-Secretary/Record Keeping: Danielle Kehr 0-Fundraising Coordinator: Brenda Melton  X-Communications: Andriana Antoniou | X-Co-Fundraising Coordinator: Tala Wood-Stephens 0-Co-Fundraising Coordinator: Lisa McNichol X-Volunteer Coordinator: Megan Dailey X-TK-2nd Grade Rep: Colleen McLaughlin Komeyli X-3rd-5th Grade Rep: Julie Cotter X-Parent Council Representative: Dawn Rege |

**Advisors Present (principal and teachers are non- voting members):**

Patrick Jackson, Principal

**Quorum (place an X by yes or no): X YES \_\_\_NO**  
The president called the meeting to order at 6:30 pm.

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| **Motions/Votes Approved:**   * Approval of December minutes |

**Reports**

**President’s Report**

The majority of the discussion at the PTO presidents meeting including how to do yearbooks, the passing of Patty McNally, and working on service award in her honor. They are working on distance learning t-shirts and district will help pay for a set of t-shirts. Heather is going to get in touch with each PTO president to see how each PTO is funding for their teachers. There was talk on how to emotionally support teachers and children. There is going to get some unexpected revenue from the state of California. The district is trying to figure out what they can provide with this money.

**Principal’s Report**

The return to school task force is still meeting, and there is not date for students to return physically to school as of now. Patrick has his final version of his draft for generalities, and he will go over it with his staff tomorrow. Then it will go to school board for approval. His biggest concern is getting hybrid information out to parents so they know what it entails.

New chrome books came in today and will get out to students soon. Older chrome books will be exchanged for a new one.

The garden is coming along slowly and surely, and there is no timeline, hopefully ready for the next school year.

**Vice-President’s Report**

The move a thon is done, and everyone who participated received a prize. There were 150-170 participants. Rachel will get started on some Read-a-Thon things and will get in touch with Patrick.

**Treasurer’s Report**

There isn’t much to report. Megan will get everyone the December financials as soon as she can. There isn’t a lot of money coming in, and there isn’t a lot of money going out. The Panda Express fundraiser raised over $200.00. Megan has otter masks that can be sold. Megan and Tenishia discussed the PTO paying for an external hard drive for the computer. Breakers wanted Megan to ask the PTO if we wanted to work with them doing something for the teachers, for example, providing breakfast for the teachers during Teacher Appreciation Week. The Original Works fundraiser raised over $500.00. The See’s candy fundraiser raised over $2,500.00. There were over $500.00 in direct donations**.**

**Fundraising Report**

There was a report on money raised through fundraisers, direct donations, etc. The group doesn’t feel that this is the time to ask small businesses in the area for donations. The Panda Express and Round Table fundraisers will continue. They hope to do the auction in April, 2021.

**Parent Report K-2**

Colleen had nothing specific to report. She wanted to know if Patrick or Tenishia have heard anything from teachers regarding room parents, etc. Colleen wants to know if there is anything else she should be doing. Patrick and Tenishia have not heard anything from teachers. She sends out communications to parents but haven’t heard anything back.

**Parent Report 3-5**

Julie feels similar to Colleen and hears responses from a few people. Julie’s struggle is that all children didn’t have their goodies for the class party in December. Julie and Lisa did do some drop-offs and would have done more. Julie feels for the fifth graders this year and wants us all to be creative to have some of the things happen for them. She would like to try and salvage the year somehow.

**Volunteer Coordinator**

Megan did get some submissions for the gingerbread houses. Only a few people sent in their votes. She will forward the votes she does have. She will post the winners in the PTO newsletter.

**Parent Council Representative**

Dawn has nothing new to report as Patrick reported about the return to school task force.

**Communications**

Andriana had nothing new to report. Let her know if anything needs to be done on the website, etc.

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The next PTO meeting will be on Tuesday, February 2, 2021 at 6:30 P.M., via Zoom.  
Submitted by Danielle Kehr