

Virtual Meeting Minutes September 16, 2021 | 7 p.m.

Attendees: Stephenie West, Megan Greisen, Mary Ann Triska, Beth Rajski, Principal Amanda Small *left after intro, Miss Crystal Maunu *left after intro, Christina Anderson, Dawn Piekut, Emily Armstrong, Josie & Ty Bailey, Cassie Asla, Rachael Rodrigue, and Holly

I. Call to Order: Welcome & Introductions 7:05pm

- The meeting was called to order at 7:05 pm by President Stephenie West
- The board made introductions:
 - President - Stephenie West
 - Vice President - Megan Greisen
 - Treasurer - Mary Ann Triska
 - Secretary - Beth Rajski
- President – Stephenie West
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II. Guest Speakers:

- Principal Small: She is excited to join, and is looking forward to the school year. She is motivated to jump in with positivity and work in connection with the GWPO to have a great school year.
- Miss Maunu: Echoed the sentiments of how wonderful GWPO is and is also very excited for this school year. She looks forward to utilizing the great resources of the GWPO and expressed gratitude towards the interconnectedness with GWPO and the school.

Principal and Vice Principal left the meeting at this time.

III. President's Report: Stephenie West

- September activity
 - Picture Day - no GWPO volunteers, just have kids ready and enjoy the pictures to memorialize this new school year
 - Fun Run Planning - flexible, and waiting to finalize calendar with Principal Small
- Calendar Events
 - Flexibility & Virtual : Keep in mind that the calendar is still being finalized with the school. GWPO will then be able to present and approve our events. Due to covid restrictions, events will be virtual until at least the end of December. We will be following guidance from the school and district.

- More student moral focus- School Spirit. With students back in the classroom, events may shift to a more school spirit and Grant Watts pride vision.
- Virtual “PAWS” moment for parents to connect with teachers or school leaders. There has been a sense of a need for a connecting movement between teachers/staff and student households. GWPO wanted to offer a PAWS” to allow for an open dialogue, with the tone of collecting information to take to teachers, administration, but no advice or approved communications coming directly during this meeting. GWPO would be an information gathering point, to then organize and direct the communications to the appropriate party. There was a suggestion to allow questions to be submitted beforehand, which was overall agreed upon as a good option. Overall feedback was that this was a great idea, and a good casual check in.
- **Budget approach**
 - Conservative but hopeful. Due to less opportunities for revenue resources, the board is approaching this year with a conservative approach, but with a positive and hopeful stance that we can still raise revenues through different avenues of donations, grants, and fundraisers. There may be opportunities due to Covid relief, Rescue Plan funds, etc. that are available now and through the school year, depending on needs and events.
 - Covid refined through January. With a scaled back calendar due to no in person activities, we are able to refine our budget. Virtual events have less overhead, and will overall stretch our smaller budget.
 - Correction to June Approved Budget Overview. Treasurer Mary Ann and President Stephenie discovered an oversight in the approved budget where teacher expenditures were not included in the total. The available budget was not accurately shown with the projected numbers. However, due to canceled events, our deficit is measurable and we should be able to cover this discrepancy over the school year.
 - Virtual Auction Event- End of April 2022. The Spring Auction will be planned as a virtual event this school year. The cost of a virtual auction is much more effective for our current budget. GWPO will be looking for mindful procurement to entice bidding and increase our potential revenues. We will also be looking for more involvement, for outreach in procurement, marketing, and other potential areas as the event gets closer.

IV. Vice President’s Report: Megan Greisen

- **Welcome Back staff table.** Snacks and treats provided in the staff room were very much appreciated the first week of school. GWPO utilized some of the gift card money that Grocery Outlet graciously donated to help sponsor these teacher appreciation moments. With the donated gift cards, we will be able to supply teachers with snacks and treats at various times throughout the school year.

- Storybook Walk. The first story book is out along the path that students walk or run during their outside time. It is also a potential reading opportunity for each class to enjoy. The story is Whoever You Are by Mem Fox. It is a great story that promotes community and connections, and is a great starting book for the beginning of the school year. Megan will be updating new stories throughout the school year. Staff and students really seemed to enjoy this last year, and we look forward to continuing this project.
- Entry Bulletin Board. Only students and staff are currently allowed in the building, so the GWPO connection board inside the school is not a viable option for communication. GWPO has moved to a bulletin board outside of the front doors, by the office. This is a spot where we will update on current events, as well as showcase opportunities and connections for adults to see as they visit the outside of the school. We also are utilizing QR codes, and there is one on the board to connect to our website for volunteer opportunities and sign ups.
- Staff Spotlight. Showcasing our staff with little bios and a thank you has been a great connection opportunity, and we are continuing that through this school year. This year we are looking to change to one or two items that we can purchase in bulk and then personalize. The meeting was opened up for discussion and some ideas that were brought up included: welcome mats, pens with names on them, name plates for outside of doors, t-shirts specific for staff, reusable bags with paw prints and a wolf. Dawn mentioned that she also has a Cricut and could help with personalization. personalized, but something with school pride. Buy in bulk, but then personalize.

V. 2021-2022 Budget

- Current Budget approach
 - Conservative but hopeful. Due to less opportunities for revenue resources, the board is approaching this year with a conservative approach, but with a positive and hopeful stance that we can still raise revenues through different avenues of donations, grants, and fundraisers. There may be opportunities due to Covid relief, Rescue Plan funds, etc. that are available now and through the school year, depending on needs and events.
 - Covid refined through January. With a scaled back calendar due to no in person activities, we are able to refine our budget. Virtual events have less overhead, and will overall stretch our smaller budget.
 - Rachael mentioned that field trips may be scaled back due to covid, so there may be opportunities for budget revisions on those line items.
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- There were potential vote items but they self corrected
 - Scholastic Magazine. After clarification with the company and accurate class counts, the total was not actually an overage, so a vote for contingency usage was not needed.
 - Staff Expenditures. There was discussion of staff expenses being associated with the person or the position. With the principal change and items already purchased with the allowance, it was discussed if additional funds were to be allocated after the position change. It was decided at this time that funds were allocated to the position and not the person. If through the year the new staff member in the position has an expense request, it can go through contingency and we can vote for approval.
- Discussion on whether we need to pull from certificate, or adjust contingency, or to leave the budget with a slight deficit. Overall discussion included comments of less expenses due to virtual events, cancelled field trips, and opportunities for grants from district/federal/state/city library that could cover the deficit and assist our budget.
- Final vote Mary Ann motions that we leave things and wait to see about making up the deficit. Seconded by Rachael R. 10 votes in favor. 1 non vote

V. Treasurer's Report: Mary Ann Triska

- Budget Updates
- Digital Forms moving forward- QR Code online/ Communication Bulletin
- Account balances Sept. 15th
 - Checking: \$1,126.02 (\$980.94 when outstanding checks clear)
 - Boost Savings: \$27,262.45
 - Savings: \$293.08
 - Money Market: \$8,13.94
 - Certificate: \$19,582.10
- Fiscal year closes June 30, 2022

VI. Secretary Report: Beth Rajski

- Website additions/improvements. We are updating the site regularly, so watch for current events, ways to get involved, etc. We do have a volunteer signup form linked. If someone emailed about volunteering, Beth input their data into our tracker, so the form does not need to be filled out. GWPO is always looking for more photos and input, so if you have ideas, pictures, or any feedback, please don't hesitate to share.

- Apparel sale. We are looking to launch our apparel sale very soon. We have worked a little differently this year, and have some youth shirts already available, and will order more transfer presses and apparel as needed. GWPO is doing more of the work (ordering transfers and apparel blanks, and pressing) in order to increase revenues to make up for revenue shortfalls that may happen this year. We are finalizing the order form and hope to have that go home with students in the coming week or two. There were two points brought up for discussion that were overall accepted and agreed upon:
 - Add a donation line to the sign up sheet. If someone doesn't want to order apparel, or wants to round up/donate an additional amount.
 - Add a "Donate a Shirt" option. This would provide an opportunity for a shirt to be purchased for a student that may not order their own shirt. We will need to find a way to track the availability of donated shirts.
- Yearbook- send in your photos. It is the start of a new school year, and we will start collecting photographs of the school year for the yearbook. We are asking staff, community, and students to share photos to our email so that they can be included in this year's yearbook.

VII. Other school business:

- Sprouts Learning Garden- Thank you City Council Grant \$2304.00.
 - Dawn P. commented that her husband is a heavy equipment operator and is happy to help with labor in the garden. GWPO expressed gratitude and looks forward to working with any volunteers that are willing to assist with this project.

VIII. Additional Discussion:

- *Sept. 13th school board meeting highlights.*
 - *District "coffee hour".* The school district stated they would release information about a virtual coffee hour to connect with the community. First Coffee Hour is September 21st 6:00pm

Upcoming District Meetings:

- Scappoose School District Board Meeting: October 11th, 6:30p.m. via Zoom

Upcoming Grant Watts Events:

- PAWS with GWPO: 1st meeting September 30th.
- Fun Run- TBD
- Drive thru Harvest Festival - End of October- TBD

GWPO Next Meeting:

- October 7th, 2021



X. Adjournment: Stephenie West We are beyond grateful to see happy faces ready to be in conjunction with creating a great school year. Adjourned at 8:32 by President Stephenie West.