

OPTO Meeting Notes  
January 16, 2019, 5:00pm

**Attendees:**

Shannon, Soomie, Rachel, Jen, Deb, Kristan, Todd, Luni, Teresa, Emma

Note: Every parent is a member of OPTO and is welcome to join the OPTO meetings.

**Meeting Notes/Summary:**

Soomie votes to approve the December minutes. Luni seconds. All approve.

**BI Preparedness:**

Discussion of the BI Preparedness program. Shannon says it is up to OPTO to pay for most of it for our school. Soomie says she needs someone to be the purchaser. Need to get the list from Trish. Soomie says she wants a sit down with all three entities (EHHS, Mosaic and Odyssey) to determine who is responsible for what, share knowledge, and discuss what is purchased. Soomie and Michael to pick up the emergency cots for EHHS and Odyssey. Soomie will check with Mosaic to see if she should pick up theirs as well (six per school.)

Jen update on BI prepared: Jen shared the binder that every BI entity that deals with children will have. Map of trails to Family Reunification Center at BHS. The binder is for the first 72 hour needs before kids that haven't been picked up (within the first 72 hours) go to the Family Reunification Center. City of BI is comping all training for district employees. Per Todd – difficult however that it is during the school week so couldn't be done easily. Jen will talk to the group about doing some outside of school hours.

Appendix: First Aid Arts – nonprofit in Seattle. Jen asked them to create comfort kits for the district. \$4 per kit. OPTO ask to purchase a certain amount of kits. Sewer document: at four hours past an event, toilets are required. This material defines how much material is needed per person.

Jen says key priority for OPTO should be to 1) purchase and site a cistern. Need to support 450 people. Up to the principals on siting it. 2) Bigger shed and new location for shed. 3) Vets and lanyards. Lanyards should have the top three - four items that that person is responsible for. Needs to be created. 4) reunification drill 5) setting up the stations and walk through them. Jen is going to meet with the fire chief. Soomie says BHS is willing to partner with us since they are so close by and area also the Reunification location. Shannon and Soomie to connect with Heather.

**Committee Charters:**

Charters are meant to be a guide that more defines what the role and committee is. No wrong answer since these are all new and can always be refined. Helps the next person understand what that committee is responsible for and generally how it works and historical knowledge. For OPTO, there are a lot of fundraising requests that could be better connected through charters and cross information sharing.

We have two that are posted under the OPTO channel – Communications and ILB.

Jen asked why the CORE channel is closed. As a 501C3, possibly need everything to be open. Shannon says all of these when final will be posted on the OPTO site/channel.

Ask Caroline to change CORE to be open.

Discussed ILB charter. Will continue to work on this and come back to it.

Deb says the historical question in the Charter form is really important.

Discussed the CORE charter. Main job of CORE is to plan the parent meeting. Also need a level down of what the class reps do. If each class rep wrote about what they did, that would help. Reps all need to be at CORE. Per Deb, last year as Leadership we would talk about the budget and the philosophical aspect. Now that philosophical happens in the CORE meeting, not OPTO. Now major committee leads are not in the CORE meeting (like ILB and communication.) Most important part of the CORE meeting are that the parent meetings are relevant to parents. OPTO needs more energy in committee leads at OPTO. What the cluster reps get from parents need to happen in CORE. Emma - a lot of people to be at CORE already. Jen asked if the teachers would be okay if others could come to listen. They said it should be open and that works. Deb suggests that one of the co-chairs of OPTO is the CORE lead. Good discussion around what the co-chairs, or chairs own and the meetings. Possibly one PTO President, and One Core Lead on PTO. A suggestion was made to possibly one leader for Blue and one for Green. Todd thinks CORE should be one body / one school. Should travel together. Good discussion about separate or together. Lots of good discussion around keeping them together for communication, community building, etc. Emma says that having other people at the meeting to observe and hear would be good.

Kristan to attend CORE and take notes for March, April and May.

Rachel mentioned that more cross over in discussion between committees would be good (ie fundraising committee talking with holiday market talking with volunteer committee lead, Todd improve night talking with community building, etc.)

Committee chairs need to come to OPTO. Teresa thinks they should be required to come to OPTO. Soomie suggested that they were asked in the beginning but it has fallen off.

#### Treasurer Report:

Luni - nothing of interest to report from the Treasurer. Todd - question about outdoor ed. Is every cluster paying \$190? Last year OPTO said they shouldn't be paying more than \$190. Bills are coming in higher. Colleen sent a note to a few folks about outdoor ed. Teresa - OPTO committed to capping at \$190 per student. Real cost is \$325 for nature bridge and \$2xx for other. The discussion about funding outdoor ed will be discussed with the class reps, Emma and CORE. Colleen was asked to look at other options for outdoor ed, more fiscally responsible. Mandate to talk with teachers about what they prefer. Luni to work with Michelle and school district to get deposits paid. This one and other outstanding bills.

CORE channel will be open - per Caroline.

#### Sustainability:

Kate. Still pushing forward on having a sustainability team. Want to meet once a month. Checking on waste re lunch service. Early days and need more parents. Want a parent from green and blue and kinder. Would be good to have a communication conduit to teachers.

Meeting Adjourned.