

1. *Finalize BTS BBQ 8/18 (reserved 1000-1430)*
  - Sharlynn signup genius (food and supplies like tents included)
  - Kyle – master of ceremonies/ring leader (messaging – peony pickup, 6<sup>th</sup> grade field trip fundraising, PTO/APC table, staff intros, invitation to family orientation)
  - Name tags – Greta
  - Message/Brand Statement for future use – Bob
  - Power at pavilion – Rachael
2. *Finalize Event Calendar*
  - AUGUST
    - o 18 – BBQ
    - o 31 – Orientation BFWA
  - SEPTEMBER
    - o 7 – Orientation LFWA
    - o 16 – Gear and Book swap @ BFWA (Fundraiser)
  - OCTOBER
    - o 20 – Harvest Festival/Soup Fundraiser; need committee – Greta
  - DECEMBER
    - o Holiday fair; need committee + date – Anna & Kyle
    - o 12/21 – Solstice; need to confirm Kim vs. Erin vs. combo – Kyle
  - MARCH
    - o 1 – Talent Show & Spaghetti Feed (Fundraiser)
  - MAY
    - o 4 – May Day celebration
    - o 16 – End of school BBQ
3. *Family Orientation 8/31 and 9/7*
  - a. Letter to families – Bob
  - b. Light refreshments – Kyle
  - c. Childcare – Rachael
  - d. Send out draft agenda – Anna
4. *APC updates*
  - a. Plan to seat new members
  - b. Plan to hand off chair
  - c. 8/24 – Bob to hash out the details
  - d. Calendar – Anna to send out the calendar (APC, PTO, coffees)
  - e. Orientation packet – Anna & Bob to share best practice/resources
5. *Student handbook*
  - a. Edited and emailed out to families prior to BTS – Kyle
  - b. Invite to Meet and Greet & Family Orientation with definitions – Kyle
  - c. Paper copies available at school
6. *Candy (could easily be replaced by TECH/SCREEN TIME)*
  - Kids don't get office candy
  - Limiting classroom access
  - Mindful sweets