General Meeting Minutes

https://meet.google.com/xiu-hvqx-vbq

Tuesday, September 15, 2026 3:30-4:30 p.m.

Via Google Meet and Orchard Elementary, Richland, WA

1. **Call to Order-Tanya called the meeting to order at 3:34pm**
2. **Welcome and Introductions-Officers, members, and staff introduced themselves. 26 attendees based on sign in sheet. Two on google meet.**
3. **Approval of last general meeting minutes-Motion made by Amy Olson, seconded by Taleah R.**
4. **Approval of today's agenda-Discussion to add Skate night and Quake night to committee report. Motion made by Michelle Wahlin, seconded by Jenna B.**
5. **Reports of Officers**
    a. **Presidents-Amanda Brookes and Tanya Garcia-Tanya reported about signups for upcoming events, posting agenda and meeting minutes to PTO website and possibly social media.**
    b. **Vice Presidents - Jenna Bensussen and Amy Olson-nothing to report.**
    c. **Secretary - Samantha Mason-nothing to report**
    d. **Treasurer - Michelle Wahlin-Treasurer's report provided, discussed budget progress and relevant line items.**
    e. **Teacher Liaison - Jessica Gibbs-Assemblies committee will meet next month. Encouraged members to reach out if interested in helping. Provided update on Bite2Go program.**

4. Principal/Admin Report-Ms. McKenzie Report currently have 606 students, discussed new English language development strategies that staff has been working on. Multi-tiered system of support (MTSS)-how best to support all students. Koffee with Kristien on 10/15 9:15-10am to discuss goals for the year. Mr. Kelly expressed appreciation to PTO, especially for last spring's field day and CKLA substitute coverage. Welcomed new families

5. Reports of Committees
    a. **Book Club Committee Chair - Tanya Garcia-Elizabeth Mass co-chair. First book will be "The Anxious Generation". Nov book "Raising Calm Kids in a World of Worry." Meetings will be 3rd Thursday and Friday or each month. Encouraged attendance.**

b. **Book Fair Committee Chairs - Maggie Miller-Book fair will be 10/11. Encouraged volunteers to help with shifts, daily coverage if someone is available. Will provide coupons for PBIS incentives.**
c. **Hospitality Committee Chair - Michelle Wahlin-Recap of events this year-welcome back teacher lunch and small gifts. National Coffee Day at end of Sept, partnering with Magic Squad (staff led hospitality group). Encourage volunteers.**
d. **Leprechaun Dash Chair - Tanya Garcia-Explainated event, would be a great opportunity for a member to chair this event.**
e. **Owl Run Committee Chair - Tanya Garcia-Event will be on 10/9, kickoff 9/25. Fundraising goal is $33,000.**
f. **Spiritwear Chair - Open-Taleah volunteer to chair. Samantha M and Amy O willing to help.**
g. **Spring Fling Committee Chair - Amanda Brookes-Explained event, 5/21. Possibility of Orchard Leadership students running some games.**
h. **STEAM Night Committee Chair - Maggie Miller-tentative plan is for booth run by community organizations/businesses, high school student volunteers**
i. **Trunk or Treat Chairs- Maggie M, Aubri S and Jenna B-Explained event, scheduled for 10/30, time TBD.**
j. **Yearbook Committee Chair - Aubri Smith-Encouraged new volunteers.**
k. **Skate night and Quake nights-Taleah has skate nights scheduled, First one 10/7. Two payout dates from event-end of December and end of April. Will coordinate Quake nights, first one may be in early November. Passes will be available to some students who cannot afford to attend.**

6. New Business

a. **Meeting structure-Alternate monthly between general meetings and committee meetings**
b. **Raffle-If anyone is willing to reach out to businesses for more raffles, reach out to PTO. Jenny Sullivan won the raffle.**
c. **Next Committee meeting- 10/20/26**
d. **Next General meeting - 11/17/26**

7. Adjournment-Tanya adjourned the meeting at 4:33 pm.