

Good afternoon! Please see the information below for details around upcoming events at Olympia West. We look forward to seeing many of you Thursday night for our annual Community Claus dinner at Family Reading Night.

1. Our annual Community Claus dinner will be Thursday night, November 16 from 4:30 pm-6:30pm at St. John's Church across the street from OWE. The cost of the spaghetti dinner is a donation to Community Claus. The H.A.Peine Library is also hosting Family Reading Night at 6:45pm on Thursday, November 16 at Olympia West. This event is free and is open to the community.
2. There will be no school Wednesday, November 22-Friday, November 24. The OWE office will also close with student dismissal on Tuesday, November 21 and will reopen on Monday, November 27 at 7:00am.
3. I will be out on a medical leave Friday, November 17- December 20. Dr. ODonnell and Mrs. Steve, our Elementary Administrative Intern will be covering my duties while I am out. If you need their assistance please call the OWE office or email them at laura.odonell@olympia.org or lisa.steve@olympia.org
4. Our PTO fundraiser with Charleston Wrap was sent home on Friday. This fundraiser is completely online. All orders are due on November 27. Products will be delivered directly to the home of the person who places the order. PTO appreciates your support. All money that PTO raises is used to support our classrooms in a variety of ways including special projects in the classrooms, flexible seating, classroom supplies, etc.
5. Our November PTO meeting will be on Monday, November 20 at 6:00pm. We will be meeting virtually in November and will be working on plans for Family Fun Night. Everyone is invited to attend. There are opportunities to help that take very little time. Use this link to join the meeting meet.google.com/vri-jiyy-ymt
6. Parents of 5th grade students, if your child is interested in participating in 5th grade band second semester please use this link for more information [5th Grade Band Letter 23-24](#). You can sign up for the instrument exploration night using this link [5th Grade Band Sign-Up](#)
7. We have another parent virtual event coming up on November 28 at 6:00pm on Zoom. This event is titled, Emotional Regulation - Recognizing What's Wrong. Please use this link for more information and for the Zoom link [Flyer for Parents](#)
8. Mark your calendars for our Winter Concert for students in Grades K-2. This year's concert will be on Tuesday, December 5 at 6:00pm. Students in grades 3-5 will have a concert in the spring.
9. Mark your calendars for our annual Family Fun Night on Friday, February 23. Plans are underway and PTO would love your help. There are multiple opportunities big and small to help with the planning and preparation. To help, use the following links to sign up! Silent Auction Help: <https://www.signupgenius.com/go/508094DA4AF22A6F58-family4> Cake Walk: <https://www.signupgenius.com/go/508094DA4AF22A6F58-family2> Family Fun Night Volunteer sign up: <https://www.signupgenius.com/go/508094DA4AF22A6F58-45566284-family>
10. We have an opening for two special education aides at Olympia West. The positions are for 5.75/hours a day. If you are interested in more information contact Mrs. Castleman or apply online by going to the district website and clicking on the district link, then the employment link. If you are interested in obtaining your Paraprofessional license you can use this link to learn more about that process <https://roe17.org/licensure/paraprofessional-license-information-para>
11. We also are in need of substitute teachers, substitute aides and substitute lunch supervisors. If you are interested in becoming a substitute, please contact Mrs. Castleman at lisa.castleman@olympia.org for more information.
12. For a list of flyers about activities and events in the Olympia community, please go to the Olympia website, click on the parents link and then on the link for flyers. You can also use this link [Olympia Flyers](#)