

Westfield PTO Meeting Minutes
April 19th, 2016

CALL THE MEETING TO ORDER

SARA MISHLER

In attendance: Ed Rogers, Erica Taylor, Angie Roling, Deb Wegmann, Tara Dirks, Chyan Schiek, Sylvia Shannon, Nicole Glau, Juli Wirtjes, Candy Smith, Kari Whitlow, Lisa Klunder, Jenny Novak, Kristi Bell, Sara Mishler, Michele Lampe, Ben Young, Melissa Tillotson, Kiam Bauer, Colleen Bakker, Kim Gourley, Raychelle Kiley

Meeting called to order and the March meeting minutes were approved.

PRINCIPAL'S REPORT

ED ROGERS

The construction has started for the addition. The NW doors have been closed off and new routes have been established. Students are using different doors to come in and out of the building. A fire drill with the new routes has been tested out. The goal for construction is to start pouring the concrete in two weeks. Sock Hop was a wonderful event and well organized. Thank you to all of the families who came out. Roller skating unit has ended. The students had a lot of fun with this and it has been fun to watch them. Third grade has gone swimming this week. The teachers just finished doing the Iowa Assessments. FAST and NWEA testing will be starting soon.

FINANCIAL REPORT

BEN YOUNG

COMMITTEE REPORTS

Sock Hop

Sara Mishler

Sock Hop went well! There was an issue with the cotton candy machine. Upon opening the machine, it was discovered there was a crack in the dome. The business was notified, but the company is trying to charge for the broken lid. After many emails, the owner said he would refund half of the money. Still trying to work out some details, but please beware if you use Sparkles the clown and Balloon Emporium.

Cash 4 Kids

Nicole Glau

There will be a Hy-Vee receipt collection starting Monday, April 25th thru Thursday, April 28th. Please send in HyVee receipts to your child's classroom. The classroom with the highest dollar amount will win a donut party like in the fall. If you could please tally up the total (include tax) that would be very helpful.

Campbell's Labels

Sara Mishler

If you have any labels, please send them in. The collection will end after the 2016-17 school year, but this May we get double points.

Running Club

Melissa Tillotson

Running club is over for this year. 19 students will be participating in the Grawl Prawl on Saturday, April 23rd. Thank you to the volunteers who have helped. If you would like to help next year, please contact Melissa.

Committee Chairs

Sara Mishler

Some committee chairs are open at this time. If you are at all interested in helping out, please contact someone on the PTO committee or email the PTO. We would love to have your help!

Beautification is done twice a year, pulling weeds, clean up around the school, plant flowers. Erica Taylor volunteered to head up this chair.

Box Tops is done twice a year, there is a collection in the fall and in the spring. You would need to cut any box tops down to size that are needed, mail them in and consider the rewards for the collections. Sylvia Shannon and Michelle Lampe both volunteered to head up this chair.

Sock Hop is in the spring. You set up a DJ, plan the event, decorate, clean up.

Staff Lunch is done twice a year, usually December and May. You would plan a lunch for the staff at westfield.

Back to School Bash is right around when school starts. Kristi Bell is doing this for the last year. Stephanie Humphries has already signed up to be in charge of the cafeteria duties. Someone would be needed to shadow this next school year with Kristi-setting up inflatables, face painting, balloon animal person.

2016-17 Officer Elections

President: Open

Vice President: Sylvia Shannon

Treasurer: Open

Secretary: Kim Bauer and Colleen Bakker

Because not all positions were filled, it will be opened up at the May meeting to find replacements for President and Treasurer. If you are at all interested in participating on the executive team, please plan to attend the meeting in May.

Blood Drive

Kari Whitlow

Thank you to all of those who came in to donate blood! We had 30 people signed up to donate! We did get a grant to a local book store in Marion for Deb Wegmann to purchase books.

Staff Funding Requests

Mrs. Wirtjes came in for second grade. The second grade team would like to take the students to the Indian Creek Nature Center in May as part of their plants and insects unit. The cost is \$3.50 per student. This is over their field trip budget since they also went to the Iowa Children's Museum. Motion was made and approved to pay for the field trip.

Library

As of now, the tables and chairs have been ordered. There was \$4,000 from PTO, \$4,000 from the Intermec grant and some of the library funds were used to cover the costs. Before Read A Thon, a motion was passed to spend \$6,100 on soft furniture for the library. This \$6,100 is separate from the \$4,000 that has been spent on the tables and chairs. However, donations for

Read A Thon were much lower than budgeted. There is a need to reevaluate the numbers so that PTO has enough in the bank to cover costs at the start of next year. Box Tops also did not get turned in on time so we are not getting the money for those. There is no longer a surplus in the PTO account as there has been in the past. Money has been used to fund the additional fourth section of kindergarten (mailboxes, mimio teach board, toys, games and a tent), Raz Kids reading program for kindergarten, first and fifth grade, new iPad for Mrs Stickney, tables and chairs in the library, art binders for Mr. Brandt, help funded the fifth grade book project, wood for drafting tables, gave Mrs. Kanz extra money to bring in School House Jazz for the entire school to enjoy, and a new thermometer for the nurse's office. All of these items have helped to spend the surplus to enrich our school.

Fundraising

The exec team has been discussing different ways to fundraise for the next school year. We talked with a representative from Great American Fundraising. He would create a card with deals from a list of businesses we provide. People would also still be able to order the Enjoy the City coupon books online and there would be an app you can download that would also have deals in the cities you are visiting. This fundraising card would replace Enjoy the City.

Another option we have talked about was a check writing campaign tied in with Stride for Pride. Dawn Wonick has created different scenarios for the budget based on what level families donate. There was lots of discussion on how this would work and if more families would prefer this over three separate fundraisers throughout the year. The goal with the check writing campaign would be to only have to ask parents once to donate. A flyer would come home with details on the events that PTO pays for and how you can support the events. The consensus of the group was to do more research on doing a check writing campaign.

Announcements

Art Show	April 21st
Growl Prowl	April 23rd
Roller Skating Night	April 25th
Kindergarten Zoo	April 29th
Staff Appreciation Lunch	May 4th
Next PTO Meeting	May 17th
Westfield Night at the Kernels	May 18th

Meeting adjourned by Sara Mishler
Respectfully submitted by Nicole Glau, secretary