

## **Westfield PTO Meeting Minutes**

March 21, 2017

### **Call the meeting to order: Sara Mishler**

In Attendance: Tabitha Lightfoot, Tara Dirks, Tracy Urell, Ed Rogers, Kelsey Slay, Kristie Mattson, Angie Roling, Amy Robertson, Sara Mishler, Ben Young, Kari Whitlow, Colleen Bakker, Dawn Wonick, Kim Bauer and Sylvia Shannon

### **February Minutes Approved**

#### **Principal Report: Ed Rogers**

##### **Linn Mar District Plan**

Mr. Rogers discussed the proposed changes to Linn Mar's district plan. The original proposal came in significantly over budget at \$118.5M (allowed bond cap is \$82M). Below is the new proposal that is estimated to cost about \$75M:

Linn Mar High School Grades 9-12 (Still in one building with the possibility of using the LRC building and adding a performing art building)

Linn Mar 7-8 Buildings (Oakridge and Excelsior buildings)

Linn Mar 5-6 Buildings (Linn Mar will be building 2 new buildings)

Linn Mar PK-4 Buildings (Bowman Woods, Echo Hill, Indian Creek, Linn Grove, Novak, Westfield and Wilkins)

This plan also includes the funding to update the historic buildings (Bowman Woods, Indian Creek and Wilkins). This plan is not finalized and will need to be approved by Linn Mar's Board. The bond vote is still scheduled to be held in September. Ed was asked if childcare would be available for those 5<sup>th</sup> graders moving to the new 5/6 buildings. Ed will ask that question and let us know at the next PTO meeting.

##### **Westfield Enrollment Update**

As of the beginning of March, Westfield will be getting approximately 85 new students from Echo Hill next year. Below is estimated number of classes at Westfield per grade for the 2017/2018 school year:

Kindergarten – 3 classes

1<sup>st</sup> Grade - 4 classes

2<sup>nd</sup> Grade - 4 or 5 classes

3<sup>rd</sup> Grade – 4 classes

4<sup>th</sup> Grade – 4 classes

5<sup>th</sup> Grade – 3 classes

## **ALICE Safety Drill Training**

The ALICE training continues at Westfield. This training gives students and staff the skills to respond to an intruder wanting to harm them. If the intruder is outside the building the school goes into lock down. However, if an intruder gets into the building the best thing to do is evacuate the building. This will result in students going to a safe location (Community Savings Bank). The police and buses will also meet them at this location. In an actual emergency, parents would be notified to pick-up students at bus transportation center in Marion. Westfield will be doing controlled grade level drills and an entire building drill in the next few months. If you have any questions regarding this training, please feel free to contact Mr. Rogers.

## **Treasurer's Update**

Beginning Balance \$15,887.99

Ending Balance \$20,186.73

Increase due to matching funds from Rockwell. We have several items to paid in the next month.

**2017/2018 Budget** – It was recommended that we keep the check writing campaign next year. We suggested not increasing the 2017/2018 overall budget. We are not anticipated a huge increase in income for next year. In the past, about 50% of families have given money to the PTO. We will have slightly more students next year but we don't know how many new families. We will obviously need to increase the budget for field trips, roller-skating, etc. To off-set some expenses, it was suggested that PTO lower the classroom funds from \$150 to \$125 per teacher. This would also help off-set the expense of 6 new teachers being added to the classroom fund budget. Although this would help keep the budget in check, the group was not sure this was the best solution. It was suggested to cut some money from school funding requests. A lot of times these are requests that are not itemized in the budget because needs change from year to year. This year the big request/purchase was iPads but there are also several items built into this line item. (For example, Raz Kids, Art Binders, etc.) The executive team will be bringing a couple different options to the next PTO meeting. Please come be part of the discussion. We plan to approve the budget at the April meeting.

## **Kindergarten Update: Mrs. Urell and Mrs. Dirks**

It is an exciting time for Kindergarteners! They started the zoo unit this week. The Zoo unit teaches many important skills (team work, math, research, etc.). The zoo will be held on May 28<sup>th</sup>. If you have a kindergartener you don't want to miss this exciting day. Thank you to Mrs. Urell and Mrs. Dirks for sharing the excitement.

## **Old Business**

Roughrider Night – It was a success and we sold 120 tickets. It was suggested that we try holding it on a Friday or Saturday night next year. Thank you to Colleen Bakker for organizing.

Box Tops – We did meet our collection goal for the year. Thank you to Sylvia Shannon for coordinating.

Family Night – Everyone agreed it was a success. Thank you to Sara Mishler for organizing.

Read -A-Thon – Reading goal was reached. Culver’s coupon coins will be going home soon. Thank you Dawn Wonick for chairing this event.

Blood Drive – It was a great event. Westfield received \$250 for holding the drive. Thank you to Kari Whitlow for coordinating.

## **New Business**

Hy-Vee Receipt Collection – Started March 20<sup>th</sup> and seems to be going well.

Running Club - Running club starts next week. Thank you to Melissa Tillotson for organizing this event.

Culver’s Night – Take the night off from cooking and earn money for Westfield. On March 28<sup>th</sup> Westfield receives 10% of sales from 4-10pm at the Hiawatha Culver’s.

Sock Hop – April 7<sup>th</sup> is the school sock hop. Kim Bauer and Kari Whitlow are in the process of organizing the event.

Super Skate – Will take place April 10<sup>th</sup>. Tickets are sold at Super Skate the night of the event.

## **Open Discussion**

Don’t forget to order your yearbook. We are also looking for more classroom party photos.

We are looking for Executive and Committee Chairs for the 2017/2018 school year. Please attend the next meeting if you are interested. Come get involved!

Please excuse any spelling or grammar errors. It is our goal to get the minutes out as quickly as possible and mistakes happen. Respectively Submitted by: Colleen Bakker and Kim Bauer, Co-Secretaries