

## **PTO Meeting Minutes: October 5, 2020**

- **Attendees:** Morgan Yarker, Angie Rolling, Prachi Desai, Kim Albers, Erin Gochenouer, Ed Rogers, Allsion Strong, Sarah Brown, Melissa Adams, Jayson Kramer, Christina Hunt, Katie Strand, Christina Hunt, Laurie Montgomery Chelsie Winkler, Sarah Hopper, Bird Gengler, Chelsie, Elise Loan, Molly O'Brian, Tabitha Lightfoot, Holly Sutcliffe

### **Meeting Called to order by Tabitha Lightfoot**

**May PTO meeting minutes approved** – Motion to approve by Kim Albers, seconded by Holly Sutcliffe

### **Principal's Report:**

- Spoke about getting the school ready after the Derecho and preparing staff with new Covid19 guidelines.
- Stated having half the kids come on A & B days helped teachers get to know students better and was a good adjustment period.
- Westfield has 550 total students enrolled, approximately 350 Face to Face and 175 Online.
- 1<sup>st</sup> semester ends November 11<sup>th</sup> and online only students/parents will need to decide two weeks prior if they will return to in person school. District will send out guidance soon.
- Custodians and kids had adjusted to the new cleaning procedures well.
- Westfield has hundreds of extra masks on hand thanks to many volunteers donating and making masks.
- At this time there will be no large group gatherings but as things change we may do online and in person concerts, plays and activities to accommodate all comfort levels.
- Volunteer Workshop was hosted as a drive by event and was a huge success. Several people showed interest and we had several people pick up and complete projects for our teachers.

### **New Business**

**Officers Report:** Tabitha Lightfoot reviewed Write One for Westfield for new families. Explained Fall events are postponed until later in the year if possible. If employers need a contact for donation forms use Tabitha Lightfoot [westfieldpto@gmail.com](mailto:westfieldpto@gmail.com). Some checks have been received in the office.

**Budget Update:** Kim Albers had few updates, only 8 teachers have submitted funding requests, Kim will send reminder out to all teachers. Current balance is around \$13,000

## **Calendar Update**

- Morgan Yarker talked about how Science/Learning night will be virtual. Nothing set yet but working on setting up virtual field trips, creating a supply list to send for at home participation.
- Christina Hunt inquired about staff appreciation lunches and how we will supply to teachers working from home. Ed Rogers said he would look into rules/guidelines set by the district.
- Tabitha Lightfoot said Hy-Vee receipt collection will take place after Thanksgiving. Save all Hy-Vee receipts including pharmacy, gas, and coffee shops inside Hy-Vee. They all count, we turn those in and receive a percent of funds from Hy-Vee.
- Christina Hunt asked if Bingo Night can be hosted online, Ed Rogers said he thought that would be a good idea to research ways to facilitate.

## **Funding Request**

Mr. Brant and Mrs. Shanahan requested journals for each student to help express feelings through art and writing. Ed Rogers purchased them for the school and PTO voted to reimburse the funds. Kim Albers motioned to approve \$700.00 reimbursement, seconded by Jayson Kramer. Zero opposed. Kim will write Ed a check.

## **Miscellaneous**

- We still have open committee positions that need filled. Movie Night, Conference Meals. Tabitha Lightfoot will have Jill send a list of all open positions, if interested please email Tabitha at [westfieldpto@gmail.com](mailto:westfieldpto@gmail.com).
- The next PTO meeting will be November 3<sup>rd</sup>, at 7PM via Zoom.

## **Meeting Adjourned**

Holly Sutcliffe motioned to adjourn, seconded by Kim Albers.