

Meeting agenda - Westwood Elementary PTO

Monday, January 24, 2022 7pm

1. Welcome and introductions - Kristi
2. Principal Report - Mr. Martin
 - Leadership roles
 - o Over 300 students applied for a leadership role.
 - o Jobs have been assigned and all are excited for their new opportunities.
 - Leader in Me "Lighthouse status"
 - o We are applying to be a model school (Lighthouse status) to help other schools start their journey in the Leader in Me program.
 - o We are submitting our application in the Spring and final selections will be next Fall.
 - The Coffeeshop updates
 - o Our teacher's lounge is almost complete – we have new flooring, tables, paint, even a modular couch. Excited to have a place to take a break with a refreshed view.
3. Treasurer report - Tijana
4. Old Business
 - Casey's Cash for Classrooms form submitted.
 - o Recipients announced March - April 30.
 - Tijana will work with Mrs. Dunkin on the books for birthday idea.
 - o Details will come out in a future newsletter
 - o Amazon Wishlist will be set up for any parent to select a book to purchase
 - o The book will be labeled as 'donated by: student's name' in the library
 - We do not have 24 people signed up for WC shirts.
 - o Only 9 have requested additional shirts. We do not plan to order this year but will offer additional orders in the Fall for better pricing next year.
 - Glow party reward: Jan 18-21 or Feb 4
 - o Students provided a dance party combined with all glow sticks and fun music to celebrate their reward for the Warrior challenge.
 - o Classes sign up to provide an organized opportunity to dance within smaller groups.
5. Committee Reports
 - Communications - Stephanie
 - o Combine FB Admins with Westwood Guardians to help share posts and events.
 - o Set up standards to ensure the communications are used correctly within each channel:
 - Public site (PTO page) communications keep to the PTO voice.
 - Private group (Guardians) can continue conversations.
 - Spirit Nights - Lindsey
 - o Little Caesar's - Feb 8
 - o Which Wich - April 12
 - o Kona Ice - last day of school @ Frog Park
 - Family Sporting events - Jessica
 - o Iowa Wild game on February 24 at 7pm. **Order tickets online**
 - o Jags bball game - Jan 21
 - Very successful outcome of kids!

- Still looking into other opportunities for a movie night, possibly outside of Ankeny.
 - Box Tops - Continue to submit receipts and box top codes.
 - Spirit Wear - Stephanie
 - Order from QB studios
 - Requesting a report of current sales for the entire school year.
 - Books and Breakfast on Feb 26 - Brielle/Miranda/Teija/Kathy
 - Prepping for donut holes, coffee and drinks for the event.
 - Yearbook - Karis/Amber/Lindsey
 - Yearbook orders are due by April 15th
 - Recent social posts were made as reminders to order and answer survey questions for a chance to have child responses showing up in the book.
 - Teacher appreciation - Abbie/Alissa/Kayla
 - Planning on providing Chipotle for conference meal in March
 - Working with Ms. Morgan and the social committee at Westwood to come up with ideas on how to show appreciation
 - Display Case – Alissa
 - Another updated design to the display case by Alissa – Great job!
 - 5th grade graduation - Stephanie/Julie/Leigha
 - Met last week to start conversations around planning and managing budget.
 - The team members will be reaching out for more details to specific groups.
 - Current budget is needed for t-shirt orders (for city wide track and field day) and food orders, along with other decorations and reception activities
 - Warrior Challenge - Kristi
 - Will plan on having students design the WC shirt next year
 - 1-2 color option needed
 - Will plan to have 4th grade design a new obstacle
 - Designs would need to be due by May
 - Looking for opportunities to have group of students help build
 - Will plan to sell shirts to families in the fall when collecting sizes for students
 - Family events - Teija/Jamie
 - Urban Air on Feb 1 from 5-7
 - If families have membership at Urban Air – use own membership to join in the fun.
 - Carnival night - May 14th or 21st – looking into graduation conflicts
 - Need to post for extra volunteers to help with planning and running the event.
 - Looking into multiple options for activities, prizes, etc.
 - Including the dunk tank!
 - School supply sales will start after spring break
6. Other
- Class Friendship parties are planned for Feb 11th
 - Friendship cards and educational supplies are allowed; no food/candy
 - 5 parent volunteers are allowed to help in each classroom.
 - Reach out if you have not heard of anything from the homeroom parents and want to volunteer.
 - Christian shirts - wear your orange shirts on Wednesdays!
 - If you don't have a shirt for support of Christian, you can still order.
 - You can also wear your Warrior Challenge shirt on Wednesdays as well.
7. Open Forum
8. Next meeting: May 9 at 7pm at the Westwood library