

Meeting Minutes – Westwood Elementary PTO

Monday Sept. 17, 2018

6:30pm

Attendees:

Board: Chris, Angela, Julie, and Casey

Parents: 35 Westwood parents

Teachers: Ms. Bennett

- **Welcome and Introductions:** – Chris
- **Treasurer Report** – Casey
 - Casey recapped the 2017-18 budget on how the money was spent last year
 - Each teacher at WW gets \$100 to start the year off
 - The PTO budget always fully funds the next school year at the beginning of the current year
- **Principal Report** – Joel & Lisa
 - Color scheme around building has been updated over the summer
 - Student voice is throughout building changes and Leader in Me
 - Respectful, Responsible, and Safe are building themes
 - Leader in Me
 - 9 jobs throughout the building (job fair, applications, interviews)
 - October 4th 8-9am (job training will be conducted; parent volunteers needed – signup link being sent)
 - Applications due on August 21st
 - Parent concerns about Leader in Me rejection letters for jobs
 - Jobs will be on a trimester basis to involve more students
 - Questions can be directed to Mr. Martin
 - Guest speaker nights could be Leader in Me
 - Parents desire interview questions and job rubric

Old Business

- Insurance Application and Premium – Chris
 - Paid
- IA Secretary of State Filing – Chris
 - Due in January 2019

New Business

- Review FY19 Budget – Chris/Casey
 - Unallocated money now added into the budget as a line item for new ideas
 - Class party snacks will all be paid for by PTO this year
 - Added \$2000 to Ms. Dunkin for the MakerSpace project
- Submit FY19 Budget for Review – Chris
 - Approved by vote (Yay: All/Nah: None)
- Upcoming Needs for Volunteers (besides Warrior) – Chris
 - Angela to confirm Trunk or Treat coordinator

Committee Reports

- **Website/Parent Directory** – Lara
 - Add by-laws on the PTO website
 - Parent Directory coming this evening (545 participants!)
 - PTO email address used for late adds to the directory
- **Homeroom Parent** – Kim
 - Meeting after PTO meeting
- **Other Family Events** – Kim/Kendra
 - Bulldog ceramics
 - Afternoon and evening times
 - Recommendation for winter break & spring break activities
- **Box Tops** – Kim
 - \$2534.50 raised in 17-18
 - Iowa/ISU envelopes will be coming home this week
- **Spirit Wear** – Kendra
 - Requesting approval for a bulk order – asking line item increased to \$650
 - Suggestion to add ball caps
 - Suggestion to add standard t-shirt sizes for Westwood Mom shirts
 - Orders so far are \$200
- **School Supply Kits** – Casey
 - Slow shipping this year but company was generous in providing paper and kits at no charge
 - Great response by Angie and custodians
 - 200 school supply kits
- **Spirit/Restaurant Nights** – Angela
 - Chick-fil-A next week
 - Open to new suggestions
- **Warrior Challenge** – Jenny
 - \$15,549 as of today for Warrior Challenge
 - Envelopes are due back Thursday
 - Warrior Challenge t-shirts distributed tomorrow

- Thursday is obstacle course day/wear Westwood shirts
- Need for PM volunteers but true need is 3:00-4:30pm volunteers
- **Yearbook** – Jenny
 - Profit is not made on yearbook
 - Goal is to make every child at least twice in the book
 - More information to come
- **Field Day** – Natalie
 - No info
- **Trunk or Treat** -
 - Spot tentatively filled
- **5th Grade Reception** – Monica
 - No info
- **Teacher Appreciation** – Trina
 - No info
- **Family Sporting Events** – Bruce
 - Iowa Wild event set up (Feb. 9)
- **Guest Speaker Nights** – Erica
 - Contact Mr. Martin for Leader in Me speakers
 - Solicit questions from parents prior to event for those who can't come
 - Possible FB live feed

Other Business Brought by Attendees

- UnityPoint Vote, information will be sent to the PTO