

Meeting agenda - Westwood Elementary PTO  
Monday, Sept 13, 2021  
7pm

Attendees:

1. Welcome and introductions - Kristi
2. Treasurer Report - Tijana
  1. FY20 Year end report
    1. We ended the 2020-2021 school year with
  2. Presentation of the 2021-2022 budget
    1. Additions/Removals of proposed line items - group discussion
      1. Books and Bagels committee mentioned that with the increased food prices, their budget needed to be increased. Budget increased to \$300.
  3. Current account status
3. Principal Report - Mr. Martin
  1. Mr. Martin gave an overview of how the school year was going so far. Students seem happy to be back.
  2. Given the current COVID transmission rate, the district is not allowing parents inside the school during school hours. Parents are allowed on the outside school grounds during school hours so the Warrior Challenge Obstacle course is able to take place.
  3. Parent volunteers will not be allowed to attend the Fall Party due to the above restriction.
  4. Fall picture day is October 7.
  5. Fall conferences are October 18-20
4. Old Business
  1. School supply kit update - Kristi
    1. We sold 237 supply kits and made ~\$400 on school supply sales.
    2. Due to the number of volunteers we were able to deliver the supply kits to classrooms in under 2 hours.
5. New Business - Committee Reports
  1. Communications - Julie K
    1. Parent directory update — parent directory will be sent out on Sept. 21
  2. Homeroom Parents - Abbie/Megan
    1. Meeting after general meeting is over
      1. Homeroom parents given a handout with some tips. This was also emailed out to homeroom parents that were unable to attend the meeting.
  3. Spirit Nights - Lindsey
    1. Fong's - Oct 6
    2. Little Caesar's - Nov 30 and Feb 8
    3. Which Wich - April 12
    4. Kona Ice - last day of school
  4. Family events
    1. Movie night was Sept 10. We had ~100 families attend. Will plan to do again in the spring or next fall.
    2. Please leave ideas for what events you would like to see happen — these sheets were collected at the end of the meeting and the ideas emailed to Jamie and Teija
  5. Family Sporting events - Jessica
    1. I-Cubs was Sept 12 — we had 10-15 families attend
    2. Iowa Wild game on Dec. 4 — if Westwood students sing the National Anthem, all Westwood students attending the game would get in free. Jessica is talking to Mr. Hoyt about having the students sing.
  6. Box Tops - Kristi

1. Continue to submit receipts and box top codes. We have over \$700 earned since July. Can earn up to \$20,000 through the current promotion
7. Spirit Wear - Stephanie
  1. Order from QB studios — new items will be added with the changing seasons. More “girly” items were also added.
8. Books and Bagels - Kathy/Brielle
  1. October 16
    1. Planning for around 300 families
    2. Purchasing bagels bites from TJ’s bagels and looking into donut holes (likely from Hy-vee)
    3. Using juice boxes from free school lunches and will also have water and coffee
9. Trunk or Treat - Cassandra/Amber
  1. October 22 from 5:30 - 7:30
    1. Trunk sign up will be sent out later
10. Yearbook - Kristi
  1. Will be handing out last year’s books when the directory is complete
  2. Looking for parent volunteers to head up the yearbook committee with Trae and Jenny both no longer being at Westwood
  3. We will be using Jostens Book Fairy option for the yearbook this year. We upload the pictures and Jostens arranges them on the pages for us.
  4. LifeTouch will give Jostens our school pictures
11. Warrior Challenge - Kristi/Mike
  1. Scheduled for 9/20 - 9/29 with obstacle course on 9/30
  2. T-shirts have been ordered. Rest of prizes will be ordered after the WC so we order an accurate amount. T-shirts to be delivered to school on 9/24.
  3. Parent sign-up genius is out. Still looking for volunteers.
12. Teacher appreciation - Abbie/Alissa
  1. Cheer cart planned for 10/11 on professional development day
  2. Teacher conference meal planned for 10/19
  3. Plan to continue monthly snacks in the teachers lounge
13. Display Case - Alissa did a fantastic job of updating it
6. Other
  1. Class parties - 10/8, 12/21 and 2/11
  2. Fill out your yearly volunteer form. Background checks are required every 5 years
    1. Information can be found on the ACSD website
  3. Casey’s Cash for Classrooms
    1. Can submit applications from 10/1 to 11/30. We are planning to ask for funds to update the baseball field
  4. EPI monthly drawing for \$1000 — Diane from EPI will let us know if we win
  5. Printing company change
    1. TE Printing has dropped their smaller accounts, including us. Looking into finding another printing service.
7. Open Forum
8. Next meeting: October 25 at 7pm at Westwood