

## Agenda Lake Whitney Elementary

PTO Board Zoom Meeting - August 19th, 2020

Minutes by: Jenn Gerry

Call to Order: 5:05 Elvan Smail

Attendance: Elvan Smail, Colleen Czacharowski, Jennifer Stanich, Jennifer Grassi, Jenn Gerry, Beth Prince, Jennifer Youmans, Lisa Kiernan, Darlene Jones, Cecilia McMillian, Ramey Brezak, Jennifer Grecco, Karen Hewitt, Staci Dalton, Solivia Diaz, Kerri Bair, Amy Church, Kimmy Kotch, Megan Hartman, Luann Koerper, Sherry Paranore, Kelly Fitzpatrick, Christina Fitzsimons, Amy Church, Kerri Bair, Tracy Ozim (total of 29 people, but not all names were listed under pictures)

Principal's Report: F2F begins this Friday. Thanks to PTO for back to school breakfast for the teachers from Vitality Bowls. A special thanks to Jennifer Stanich and her husband for redoing the LW PTO website. Thanks to the fence angels for putting the Welcome Aboard sign up on Monday and for all the volunteers who helped the past two weeks with device and school supply distribution. Mrs. Warren has retired and her daughter is wanting to put together a video for her with clips from former students and families from LW. Alicia Qualls is helping with the video and they would like to have all videos by Monday or Tuesday of next week (8/24-8/25). We have two new teachers this year, Melissa Parker is teaching F2F in 1<sup>st</sup> grade and Heather Rasmussen is teaching F2F in 4<sup>th</sup> grade. Our current enrollment is 515, with 250 students going F2F and 265 doing LaunchEd. We had 24 spots open through the district and they were all filled. We currently have 5 kindergarten teachers so Mrs. Croft moved from 1<sup>st</sup> to K. We will have two clinics this year, the one in the front office for bumps and bruises and a sick clinic will be located in an empty classroom for fevers and COVID like symptoms. Through the National Cares Act, we are looking to hire another LPN school nurse and it could be a job shared position. We will be limiting the number of adults on campus and no volunteers will be allowed at this time. Boosterthon will be a hybrid this year with part of it being virtual. September 15 is the kickoff and the dance off will be September 24. The

school is ready for the students for Friday and the flow of the school has been set up and the PPE equipment is there.

### OFFICERS' REPORTS

Co - President's Report - Elvan Smail and Jennifer Stanich

PTO was at the welcome parade holding signs and encouraging families to join PTO. They are working on lanyards for the teachers and students.

Treasurer's Report - Jennifer Grassi

2019-2020 was reconciled. The budget has been created for the 2020-2021 school year and it is the same as last year. PTO has paid for a few things so far this year: welcome back breakfast for the teachers, cups for the fence, landscaping changes, magnets for PTO membership and PTO dues for the year. In collections, we are 22% of the way to where we need to be with membership.

1st VP - Kelly Cicero (fundraising)

2nd VP - Colleen Czacharowski (volunteering and events)

The new website allows for volunteer opportunities so when people sign up, Colleen will direct the person to the committee chair or give the chair the individual's contact information.

Secretary - Jennifer Gerry

### COMMITTEE REPORTS:

Art Night - not sure what is happening with this yet this year

Birthday Book Club - 22 students have currently signed up. Jenn Gerry will get together with Mrs. Dudek in the new few weeks to figure out how we can handle this going forward. Elvan suggested letting students dress up as a character of the book they choose and maybe post on the website. Jenn suggested allowing students to choose his/her book and her delivering them to the houses for LaunchEd students along with a pencil, bookmark and certificate from PIE and F2F could just go to the media center to choose a book.

Box Tops & Amazon Smile - going to advertise on the website, Amazon Smile gives 0.5% back to the school. Also, Target RedCards give back to the school, you just have to assign it to LWE.

Membership - Sherry Paramore is the chair. She wants to send out more information about membership when things are being emailed out to families. Currently: 43 total Members: 27 Platinum, 8 Teal, 7 White (Cecilia McMillian purchased 2 whites, but will be purchase 3 more to make it platinum instead of doing a refund and additional sale)

Dolphin Fund

Hospitality & Faculty Snack & Teacher Appreciation - Thanks to Vitality Bowls for teacher's breakfast.

Memory Book & Photography - Solivia Diaz is the chair. She will be getting together with Mrs. Smith to discuss how they will handle pictures this year. Class pictures will be pushed back this year. Nick and Kate are waiting to hear back from LW about this.

Teacher Wish List - Jennifer Grassi is the chair. Teachers don't really know what they need at this time. PPE supplies were give to the school by the district. Beth was going to have Debbie Reason give Jennifer a list of all of the teacher's names, grades and special areas. Amazon can send right to the school so going to encourage people to purchase through them.

PIE & Additions - Karen Hewitt explained that the link is not yet live for either of these. She is encouraging people to go through the ADDitions process now because it takes a few weeks. In dealing with PIE, she is still making connections through email right now.

PIE: Spirit Nights - Karen is going to talk to the administration team and thinking of doing Spirit Nights quarterly.

Public Relations

Receivables - Katherine Cramer is doing an amazing job with this, but we need to find someone to fill her position since her youngest goes to middle school next year. She handles everything with Schoolpay.

School Supplies - All supplies were delivered.

Spirit Wear - 17 total shirts were paid for, 13 need to be distributed and Tracy Ozim will take care of this.

Welcome

Website - Thanks to Jennifer Stanich and her husband for all of their hard work to recreate the PTO site.

Pastries with Parents - not sure what is happening with this yet this year

Grandparents Event - not sure what is happening with this yet this year

Sweetheart Dance - not sure what is happening with this yet this year

Spring Carnival - not sure what is happening with this yet this year

Holiday Shoppe - not sure what is happening with this yet this year

Fundraiser - PTO will happen in January and we are simply going to ask for donations.

FINISHED / OLD BUSINESS

Insurance was signed and paid

Welcome back to school breakfast for teachers

Audit meeting

Bank - signees changed

School's front yard renovation. Do we make a budget line items?

Ramey Brezak and Laura Triplet started the clean up process, but had problems with poison ivy and wasps, so PTO helped and hired a landscaper who was a former LW parent to clean it up. They planted flowers, got bird houses and stepping stones.

## NEW BUSINESS

Distribution of spirit wear and magnets - TBD

Working on new spirit wear flyer - completed and uploaded to the website

New school year Calendar - to be determined

PTO meetings decision - 1st Wednesday of the month alternating morning and evening? - It was decided that they will be at 5:00 pm the 1<sup>st</sup> Wednesday of the month.

SAC and Dolphin Fund Meetings decision - SAC meeting will be tacked on to the end of the PTO meeting in September. After Boosterthon, we will decide when to have the DEF meetings.

### UPCOMING DATES:

8/21: Start of Face to Face

9/7: Labor Day Holiday - No School

### EXTRAS:

Beth would like to have some PTO members in the car loop on Friday morning to promote PTO membership for the first day of F2F.

All students need to bring their devices to and from school each day.

Information regarding homeroom parents will be give soon.

Cecilia McMillian suggested that a 5<sup>th</sup> grade project be something about Mr. B. because they were the last class to have him and we want to let all the upcoming students know how wonderful he was and what a positive influence he had on the students.

Meeting Adjourned: 6:26 pm