

# Washington Elementary School PTO Meeting Minutes

September 12, 2023 6:00 - 7:00pm

## Meeting Attendees:

Janene Bolt	Melanie McFarland	Sam Constance	Michelle Kiel
Kelsey Fischer	Kamaal Patterson	Annie Grace	Jessica Griffin
Taylor Borchert	Craig Moody	Peter Cales	Alison Sobczyk
Anneke Thiel	Katie Cottone	Kathryn Salinas	Ashlee Huffman
Alicia Gillespie	Michelle Craig	Ope Oloyede	Emily Moody
Laura Krueger	Megan Little	Callyann Casteel	Kim Armstrong
Beth Hughes	Sarah Meints	Brian Meints	

- I. Welcome and Introductions
- II. Motion to approve June PTO meeting minutes passes.
- III. Reports

### A. Principal's Report

1. We have had 4 weeks of school. Students are learning procedures and routines. We have many new students. Enrollment is 320 (up from 292).
2. We are getting ready for the 100th anniversary celebration.
3. District advisory committee volunteers are needed. Sarah Meints volunteered.
4. There is no plan to do the Disney play this year. There is not enough teacher supervision. Mrs. Gillespie will check with Mrs. Wagner about using parent volunteers instead of teachers.
5. No notification is given to parents or teachers about drills before they happen. Students and staff are given the same video training. Severe weather and lockdown drills have already been practiced, secure has not.

### B. Teacher & Staff Report

1. Katie Cottone, Kindergarten
  - Kindergarteners have been learning the rules and procedures and picking them up quickly. They have also been learning to use the technology, including iRead, Seesaw, and Successmaker, and are doing really well.
2. Kathryn Salinas, 4th-5th-6th grade Deaf/Hard of Hearing
  - Students are doing well and are happy to be at school.
3. Ashlee Huffman, K-1st grade Deaf/Hard of Hearing
  - Students are learning routines and flexibility for change.

### C. President's Report

1. High fives!
  - Kindergarten picnic: Gwyneth
  - Back to school: several folks helped!
  - Dundee Days: Team Craig
  - Website work, spirit wear, comms, etc. etc.: Janene & Kelsey
  - Business memberships:
  - Stocking the fridge: Taylor
  - 100th Anniversary: full committee
  - Grounds clean up: Amy Quinn
  - Budget work: Ope and Annie
  - Roller skating partay: Michelle Craig
  - Spirit wear: Emily, Janene et al

### D. Treasurer

1. Current balance is \$33,375.33
2. Venmo account needs to be changed from a personal account (currently administered by Dan Stockmann) to a business account. Business accounts charge 2% on each transaction. Increasing prices to cover this increased charge was suggested. Square and Paypal were mentioned as potential alternatives, but people think that Venmo seems like the best option. A new handle and QR codes will be coming.

3. Motion to approve 2023-24 PTO budget passes.

**E. 100th Anniversary**

1. Invitations already went home.
2. A tree will be donated by Mulhall's. We are still waiting on the work order for the location and type of tree that will be approved by the district. The proposed location is next to the playground doors on the east side of the building. We also plan to eventually put a bench with a plaque near the tree.
3. Students will deliver half sheets to invite the neighborhood to the 100th anniversary celebration and ask for donations on the afternoon of 9/21. Mrs. Gillespie talked to the Dundee Elementary principal about how they do their Dundee Direct fundraiser (2nd-6th grade students walk around the neighborhood for about an hour and a half with older students going farther). Permission slips will be sent home and volunteers will be needed. Students will just drop off half sheets at houses, they will not knock on doors or speak to people.
4. Invitations are already out to the Dundee-Memorial Park and Aksarben-Elmwood Park Neighborhood Associations.
5. Hyvee is donating cookies, and we will have lemonade. People can also donate cookies. We will sell new spirit wear. Having fliers for brick sales available was suggested. A SignUp Genius will be made for people to volunteer at the event and donate cookies.

**F. Fundraising**

1. Fall fundraiser Fun Run - October 13th
  - MyBooster will be used for collecting donations from 10/2 through 10/13.
  - There will be no Color Run this year. Classrooms will design flags and students will be encouraged to wear red. Stickers and bandanas were discussed as additional school spirit ideas. A balloon arch finish line and bubble machines will be used. The track on the field will be bigger than last year. We will encourage more spectators and cheering from family and other grade levels.
  - Instead of individual prizes, there will be a school-wide incentive. One incentive idea was for the Wildcat to run with the students.
  - We will request flat rate donations. We need to write a blurb for the MyBooster website explaining how we will use the funds we collect.
  - Mrs. Gillespie will print black and white fliers to send home with students. The Fun Run will also be advertised on Facebook and in the Washington World. A SignUp Genius will be made for run volunteers.
  - Additional fundraising ideas included working with eCreamery to make a specialized pint.
2. A winter/spring fundraiser may be planned, depending on the amount of funds raised during the fall fundraiser.
3. Mrs. Gillespie uses restaurant fundraisers for the student activities fund. Ideas included Chipotle (30%), Chick-fil-a (10% of the entire night), and Godfather's.

**G. Membership & Directory**

1. 20 new families have signed up to be included in the directory. The directory is being worked on.

**H. Upcoming Activities**

1. **Oct 3** PTO Meeting, 6:00-7:00 pm
2. **Oct 13** Fun Run Fundraiser
3. **Oct 14** Green Team Grounds Clean Up, 9:00 - noon
4. **Oct 20** Family Fun Night: Halloween Boo Bash & Parade, 6:00-8:00 pm

**I. Lingering Action Items??**

1. Taylor/Janene/Annie/Ope: consider how to more strategically approach outreach to families, to include planning two adult nights (one in fall, one in spring)

**J. Adjourn**