
Westmoor PTO meeting

Thursday September 14th, 2017; 8:45am-9:45am

Attendees: The PTO meeting was called to order at 8:47am. In attendance were: Amber Miller, Tracy Snyder, Erin Happ, Julia Mateja, Ena Chang, John Oancea, Angela Izmalkova, Alissa Baque, Jennifer Kohrs, Mary Sturgill, Lindsay Andrukaitis, Missy Lyons, Stacey Slater, Sari Weil, Marcy Brajkovic, Lisa Nordland, Laura Rzewinicki, Alissa Rogers, Jane Ciancanelli, and Amy McArthur.

PTO President's Opening Remarks: Marcy Brajkovic welcomed everyone. Amber Miller made a motion to approve the minutes dated 5/12/17. Stacey Slater seconded the motion and the minutes were approved by unanimous voice vote. Thank you's went out to the following people:

- Stacey Slater for all her hard work in organizing the room parents.
- Missy Lyons and Amber Miller for a successful 5th grade Fun Night already!
- Jami Weiman, Kim Grief, and Alissa Rogers for organizing the back to school luncheon for the teachers during the Meet the Teacher event.
- Jen Reese and Ena Chang for their work on the New Parent Liasons committee
- Abbey Lyman and Elise Myers for organizing the new Marla's Lunch Program
- Koula Damianides for organizing the Block Parents
- Jami Weiman and Julia Mateja for coordinating the new birthday signs program
- Karla Jackson and Amy Goldberg for coordinating Spirit Wear sales
- Susie Schaff, Koula Damianides, and Emma Friman for coordinating Pizza Lunch

Nominations: Marcy called for a nomination to fill the vacant position of Recording Secretary on the PTO Executive Council. Amy McArthur was nominated by Sari Weil and the nomination was seconded by Stacey Slater. The nomination was approved by unanimous voice vote.

Key upcoming dates: The Bulldog Fall Fest is scheduled for 10/7/17 from 11am-1pm at Westmoor. See Social below for details.

Principal's Report: Mary Sturgill

- Mary offered her thanks to the PTO for their commitment and dedication and offered a big thanks for the generous donations made with ad hoc funds at the end of last year including multiple Ipads for student use and trees to be planted around the school next Spring.
- Mary announced a group of WM staff members that will be attending the PTO meetings and providing minutes to the remainder of the staff. They include: Alissa Baque, Jennifer Kohrs, Lisa Nordland, and Laura Rzewinicki.
- The positive behavior system (PBS) was discussed (detailed later in the meeting by Lindsay Andrukaitis) with a line item of \$1000.

PTO Council Updates- Marcy Brajkovic

- Paperless PTO: New paperless PTO system is up and running. The system is not perfect but appears to be a significant improvement over the fragmented paper processes we were using. An upcoming change will include access to an all-district directory (combining all the schools into one, like our prior paper version of the directory)
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-Innovate28: a new program that will address accommodations that kids may need to their learning space (including special seating, etc) to maximize their potential and meet their individual needs.

-Transgender Administrative Policy at NBJH: The district is proactively aligning to the GBN policies in place to support transgender students and their families, should the need ever exist at NBJH.

-Strategic Planning: You may receive surveys from consulting teams regarding the business perspective and future of District 28. All were encouraged to participate in the survey and have their input heard.

-New Asst. Superintendent, Kristin Raitzer, was announced.

-HOH Volunteer Roles Restructuring: The workload associated with the HOH fundraiser has become difficult for a small number of volunteers to manage so the roles are being divided up this year into more manageable parts.

Guest Presenter- Lindsay Andrukaitis

Discussed the Westmoor Foundations Program including Positive Behavior Systems (PBS). The PBS focuses on good behavior in the common areas of the school. Signs are posted throughout the school and kids are educated on behavioral expectations in various settings. Signs with pictures are also available for non-readers. An example of the lunchroom sign was provided at the meeting for reference. Given parents are often in the lunchroom and other areas of the school, Lindsay shared the desired lunchroom behaviors and their noise level system with the group for informational purposes so we can participate in and support the PBS. Positive behavior is reinforced by staff by providing bulldog bones awards that can be used toward a prize.

Exec Board Updates

VP Committees: Missy Lyons and Julia Mateja

- Special Lunch volunteer sign up is now available through the end of 2017.

- Marcy approved that old events can be cleared from the school-wide sign up genius by the VP Committees.

VP Programs: Amber Miller

- The Book Bin is coming for the Book Fair in October during the week of parent-teacher conferences again. The committee is working on obtaining teacher wish lists for books that families can purchase for them at the Fair.

- There will be 2 or 3 assemblies this school year- details to follow.

VP Social: Sari Weil

-Community Connections- Currently doing "Undies for everyone" drive to collect new underwear of all sizes to be sent to Hurricane Harvey victims. Can donate by using box outside the office or purchase through Amazon and have them sent directly. Deadline 9/15/17.

-The Bulldog Fall Fest is scheduled for 10/7/17 from 11am-1pm at Westmoor. The event will feature a DJ, bounce house, pumpkin decorating, a toasty cheese truck, coffee, face painting, bobbing for apples, a teacher raffle, and more. Volunteers are still needed for 30 min slots at multiple stations throughout the event. Sign up is open on the school-wide signup genius.

-Kindergarten Fun Night is planned for 10/27/17.

-Erin Happ discussed the Teacher Raffle to be held at Fall Fest on 10/7/17. Pre-purchase will be available, including a Buy it now option for \$100 for some of the offerings. Tickets are \$5 each or 5/\$20. A big thanks was expressed for the large number of teachers who volunteer their time/money. There will also be a "treat your teacher" raffle where families can purchase tickets for \$1 each to put their favorite teacher(s) name(s) into a raffle for a prize.

-A discussion was had about the PTO donating funds to the "treat the teacher" raffle. It was reported that in the past, \$250 was donated from the profits of the teacher raffle to give back to the teachers. It was proposed by Jane Ciancanelli that \$250 be donated again this year from the profits of the teacher raffle to give back to the "treat your teacher" raffle. This was seconded by Ena Chang and approved by unanimous voice vote.

-Included in the teacher raffle offerings this year will be a “principal for a day” option, a ride to school on a firetruck option, and premium seating for the Winter Sing and the 5th grade Musical.

VP Fundraising: Jane Ciancanelli

-Spirit Wear orders have been going very well. Orders are due 9/15/17. Students are being encouraged to wear spirit wear or blue/white clothing on Fridays this year.

-B-day signs have been very popular, about half the school has already signed up. Last day to order for the year is 9/15/17. This program can be offered for other family members birthdays as well to increase revenue.

-Pizza Days are scheduled for certain Thursdays throughout the year, the first one occurring today (9/14/17). Orders must be made online and are always due by 11pm on the Tuesday prior. No cash or same day orders are allowed.

-The Read-a-Thon is scheduled to begin October 23rd and will run for 2 weeks (until 11/3/17). Info will be sent home with kids on October 6th. Sign-up will occur just after the Columbus Day weekend. Kids will be encouraged to get pledges from family and friends who support their reading. The reading minutes will be logged on charts by the kids and/or their parents. Basic guidelines for kids will be suggested as 20 minutes/day for Kindergarteners and 30 min/day for 1-5th graders. There will be prizes awarded for categories. More details to follow in the next meeting.

-Committee is considering a fundraiser at Rockin Jump for the week of Thanksgiving. The cost would be \$15 for 2 hours of jump time with \$5 of each ticket being donated back to the PTO.

Recording Secretary: Amy McArthur- no reports

Corresponding Secretary: Jen Reese

-Notes will be sent to:

- Acknowledge the marriage of Ronit Kazan (former 3rd grade teacher) over the summer. Her married name is now Ronit Shapiro and she is now the District Technology Coach in the district.
- Welcome new staff members at WM: Ms. Laura Rzewnicki (K teacher), Mrs. Beth Engel (1st grade assistant), Mr. Nick Grigolo (4th grade teacher), Mrs. Heather DelGrosso (Art teacher), Mrs. Patti Norberg (Technology specialist); Mrs. Helene Josephson (YE/WM Admin. Asst.), Mr. Matt Kritzberg (Head custodian), and Mrs. Marina Paliev (EL assistant)

Treasurer: Ena Chang

-An audit still needs to be done to reconcile last year’s financials. Five volunteers are needed. A sign-up sheet was passed around. Meeting date and time will be mutually agreed upon amongst volunteers.

-August Monthly Treasurer’s Report: see below

Adjournment:

Stacey Slater motioned to adjourn the meeting. Sari Weil seconded the motion and the meeting was adjourned at 9:45am.

Next meeting is scheduled for Thursday 10/12/17 at 8:45am.

Meeting to be run by Sari Weil as Marcy Brajkovic will be unable to attend.



AT A GLANCE – AUGUST 2017

Beg. Balance = \$29,635.03
Aug. Deposit = \$10,436.47
Withdrawal = \$2,293.67
End Balance = \$37,777.83

Ena Chang, PTO Treasurer
echang0630@gmail.com

DEPOSITS (net of fees)

1. \$10,399.43 = 8/1-8/15 PPTO
 - Bday signs: 69 kids; \$1,325.49
 - Free Will: \$2,968.15
 - Spirit Wear: 56 units; \$1,268.87
 - Pizza Lunch: 968 slices; \$4,108.18
 - PTO Member Dues: 117; \$1,124.25
 - Party Fees: 101 kids; \$484.80
 - Directory App Fee = \$877.50 + 3.95% of each CC tx

WITHDRAWAL

1. \$2,293.67
 - Bday signs: 30 units; \$405
 - Spirit Wear: samples \$217.50
 - Pizza Lunch: 968 slices; not billed
 - 5th Gr. Pool Party: \$325
 - Oct 7th Bulldog Bash: \$375
 - Back to School Lunch: \$897.97

SEPTEMBER DEP & EXPENSES

1. 8/15 – 8/31 PPTO DEP \$10,175.08
2. 9/1 – 9/15 PPTO DEP TBC
3. Teacher Raffle \$1,100 plan
4. School Supplies Exp < \$7,193.51 dep
5. Pizza Lunch Expense < \$8,400
6. Spirit Wear Expense < \$3,500
7. Bday signs add'l \$375

AD HOC 2016/2017 BREAKOUT

1. \$28,682.23 – 77 ipads/cases/key/mouse
2. \$4,880 – 3 Trees
3. \$3,850 – Teacher EOY Target \$75/ Aide \$25 gift card
4. \$3,690 – Cirque Among Us Field Day
5. \$1,366 Garden Signs
6. \$791 – New Aquarium for turtle
7. \$357.50 – Stage Skirt (shared w/ MB school)
8. \$186 – New PTO banner

GRAND TOTAL: \$43,802.73

JUNE EOM = \$21,137.95