

# November Meeting Minutes

## Washington Elementary PTO 2022-2023

November 29 ,2022 / PTO Meeting/ Meeting called by Tara Roe

Board Members: President - Tara Roe / Vice President - Erin Howell / Treasurer - Pauline Puttmann / Assistant Treasurer - Erin Miller/ Secretary - Nikki Kilbane/ ISPTO - Stacey Glatz & Sarah Myers

**Attendees:** Monica Campana, Tara Roe, Pauline Puttmann, Erin Miller, Nikki Kilbane, Stacey Glatz, Sarah Myers, Kathleen Waltman, Jen Blosser, Danielle Zakrajsek, Lauren Giffin, Allison Garcia, Bry Ferrell, Swapna Purandare, Jenny Wilks

### Agenda

#### 1. Principals Update

- Veterans Day celebration was a success.
- The first trimester has ended - grades will be posted in Home Access on Monday, December 5th, 2022.
- The Student Leadership Teams are working on a playground design project.
- There is excitement in the building about the upcoming Winter Luncheon.
- Wolfie Way raffle drawings have been a hit with students.
- December Spirit Week will be held the last week before winter break.  
Monday, December 12th - Family Heritage and Culture Day  
Tuesday, December 13th - Favorite Holiday  
Wednesday, December 14th - Washington Spirit Day  
Thursday, December 15th - Winter Day  
Friday, December 16th - Fancy Day
- In January academic assessments will take place with STAR and Acadience
- Staff has been focused on the Commitment Plan that was reviewed in detail at the September PTO meeting. Highlights of the plan were also given at tonight's meeting, updating goals that have been met and are still being worked on

#### 2. Committee Updates:

-ISPTO - Sarah Myers

Representatives attended the November 16th meeting. During the meeting schools shared various fundraising ideas as well as places to use for spirit nights.

-Room Assistants - Stacey Glatz

Will be reaching out to room assistants this week regarding winter celebrations.

-Staff Appreciation - Stacey Glatz

November featured Timbits and a trail mix bar. December will be a cookie decorating bar.

-Wolfie Way Breakfast - Stacey Glatz

November winners breakfast will be held on Friday, December 9th.

-Publishing Shop - Pauline Puttmann

Have had some work days in the publishing shop. Will be giving out materials to some volunteers to work on making book covers at home. It is a goal to start back up book parties, where classrooms can come in and students can design and make their own books.

-Spirit Wear - Nikki Kilbane

Will be looking into having a January sale set up.

-Washington Gives Back - Nikki Kilbane

This month we will be doing a drive for Toys for Tots. Bins to collect toys will be outside of the office. This will be mentioned in the weekly blast.

-Spirit Nights - Kathleen Waltman

Two restaurants set up for spirit nights. December 14th - Rusty Bucket - all day lunch or dinner. Rusty Bucket gives back 15% of sales. February 7th - Chipotle from 5:00 - 9:00 pm. Chipotle gives back 33% of sales. Spirit nights will be posted on ISPTO Facebook page, Washington PTO Facebook page. And on school social media platforms (Twitter, Facebook, Instagram) Also they will be advertised in the weekly blast.

-Chiller Event - Bridget Koontz

Scheduled for Saturday, January 14th from 6:30 - 8:30pm. In past years there have been ticket presales done at school.

-Portrait of a Learner/Graduate - Erin Miller

District video shown of the project that includes 300 community members that come together four times this year to talk about the experience of Hilliard students Pre K - 12. Battelle for Kids is also involved in this project. The goal of this project is to arrive at a common language centered around teaching and learning. Two meetings have been held so far.

Meeting one focused on landscape shifts

Meeting two focused on competencies that more impact the community (critical thinking, communication, adaptations, learners mindset, and equity)

-Winter Luncheon - Tara, Lauren, Danielle, Rachel.

Event will be held on Friday, December 16th. The save the date, invitation and RSVP have all been sent out. Ms.Cathy in the office is collect money and keeping track of orders on a spreadsheet. The event will have music and a picture slideshow, winter decorations, and a photo booth. Tables and tablecloths have been rented. Volunteers will be needed and a sign up genius will be sent Out. Jobs for the event will be:

1. Decorating the space the evening before (Thursday, December 15th)
2. Passing out meals

3. Dressing up as Wolfie

4. Clean up

5. Also a spot on the sign up sheet will include a place where people can donate money for staff members lunch for that day.

Lunch is 30 minutes for each grade with 15 minutes staggered arrival time for guests. When guests arrive they will check in and then meet their student in their classroom. In the classroom, adults and students will pick up their lunch and then fifth graders will walk the classroom to the luncheon. Food for adults is coming from Freedom a la Cart (\$15 per meal) and kids meals will come from Panera (\$6 per meal) PTO will cover student meal costs. The budget for the event is \$1500.

-Motion was made by Tara Roe to increase the budget for the Winter Luncheon by \$300 from \$1500 to \$1800.

1st - Lauren Giffin

2nd - Swapna Purandare

All in favor/no one opposed

### 3. Treasurer's Update

- Items reviewed since last meeting:

Spirit wear debit for Walk - a Thon tshirts taken out.

Spirit Wear's first sale was successful with a good profit.

Recently got back some money from Amazon Smiles and Kroger.

Fall Festival came in under budget as well as Fall Conference Dinner.

Classroom budgets - many teachers still have funds to spend, noone has gone over the budget.

Mini Grants have spent \$899 so far. \$300 dollars was approved tonight for books for March Madness. Remaining funds for mini grants is about \$500.

Field trip for second grade in October - still awaiting receipts.

Noone has used money from the artist and community fund yet.

Have \$7711 set aside to fund the library project that was presented last year.

### 4. Final Items

- -Meeting minutes will always be posted on the PTO website,

- Motion made by Tara Roe to approve the last meeting minutes.

1st: Jenny Wilkes

2nd: Paulin Puttmann

All in favor/ no one opposed

- Next PTO meeting will be Tuesday, January 24th at 7:00pm in the IDC.

- Upcoming Events in 2023 that will need coordination and volunteers:

May 1st - Spring Social

Flower Sale (sale in March/pick up in May)  
Spring Outdoor Movie Night  
Field Day - Thursday, May 25th  
End of the Year Celebrations - Friday, May 26th

6. Adjournment (8:00pm)

Motion: Tara Roe

1st- Pauline Puttmann

2nd - Stacey Glatz