

August Meeting Minutes

Washington Elementary PTO 2023-2024

August 29, 2023 / PTO Meeting / Meeting called by Tara Roe

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

Attendees: Tara Roe, Erin Howell, Pauline Puttmann, Nikki Kilbane, Stacey Glatz, Sarah Myers, Monica Campana, Kathleen Waltman, Lauren Schmidt, Lourdes Armengol, Lyndsi O'Brien, Many Kanzigg, Bry Farrell, Jennica Nigh, Rachael Abouhassan, Brittney Edwards, Emily Todd Shuey, Katie Rings, Kelly Riley, Molly Hecht, Jenny Wilkes, Amber Cooke, Todd Hixenbaugh, Helen Smith, Danielle Zakrajsek, Molly Gardner, Kathleen Waltman, Lauren Giffin

Meeting start time: 7:02pm

Agenda

1. Introductions of the group

2.Principals Update

-School is off to a smooth start, teachers spent the first four days building community, and curriculum began this first full week implementing new district adopted curricular resources - K-5 Wit and Wisdom (reading and writing) and K-5 Illustrative Math. Core 95% phonics instruction has also begun.

-Review of daily instructional minutes breakdowns that are common among all grade levels: Literacy - 135 minutes, Math - 90 minutes, Content - 25 minutes, Specials - 45 minutes, Lunch - 20 - 25 minutes, Recess - 20 - 25 minutes.

-Spanish has been added this year as a special for grade k-2.

-Update and explanation of Portrait of a Learner - district and community committee that is focused on what students need to be successful after they leave Hilliard City Schools.

-The district is working to improve student attendance this year. When students miss 10% of the school year they are considered chronically absent. Now is a critical time in setting up students with good attendance practices. The district and school are looking to partner with families to help develop good school habits.

-Review of iPad guidelines. K-1 students' I pads will remain at school all year. Grades 2-4 may bring I pads home at some point during the year if teachers assign work for at home that needs to be completed on their Ipad. 5th graders will be bringing their I pads home this year. Students did the loan agreement when receiving their IPads. It is encouraged to purchase the iPad insurance to cover any damages.

-What is next at Washington:

- Fall Baseline Assessments
- The Fall Social & Walk - a - thon
- Safety Patrol will be starting in September
- Wolfie Way recognitions will be given in September and breakfast will be held for those honored in October.
- Student Leadership Team will begin in October

3. PTO Meeting Dates for 2023-2024

Tuesday, August 29th, 2023

Tuesday, September 26th, 2023

Tuesday, October 24th, 2023

Tuesday, November 28th, 2023

Tuesday, January 23rd, 2024

Tuesday, February 27th, 2024

Tuesday, March 26th, 2024

Tuesday, April 23rd, 2024

4. Committee Updates

Golden Paw Pass - Pauline Puttmann

Online non profit bidding website where 4 parking spots will be auctioned off for parents to skip the car line all year. The link will be sent out tomorrow, Wednesday, August 30th and bidding for the passes will be open until Monday, September 4th.

Fall Social - Nikki Kilbane, Pauline Puttmann, Kathleen Waltman, Lauren Giffin

September 22nd from 4- 6 pm outside on the playground. Family event featuring food trucks, inflatables, airbrush tattoos, photo station, and a visit from the fire department.

Walk -a-thon - Katie Rings, Emily Todd Shuey

September 29th is an all day event during the school day, students walk or run a track outside, there is a dj and popsicles as well. Students will seek pledges for this event, it is our major fundraiser. Students will have an online platform link to collect donations.

The event will need volunteers to count laps, and parents are welcome to come and cheer during the event. Students all receive a tshirt, still in need of lots of sizes for shirts. A link to collect sizes will be sent out again tomorrow. Still in need of some sponsors for the event as well.

Spirit Wear - Nikki Kilbane

A link for the fall sale will be sent out tomorrow, August 30th. The sale will run until September 16th. This is a fundraiser for the school as we receive back a percentage of sales.

Conference Night Dinners - Pauline Puttmann

PTO provides a meal for staff for the late evening they put in during fall and winter conferences. This year fall conferences are on Thursday, October 26th and winter conferences are on Thursday, February 8th. PTO will coordinate and pay for the meal, this year will be sending a sign up genius for parents to donate desserts for this meal.

Game Night - Jenny Wilkes

Looking to set something up for families in the winter, date and event to be determined.

Winter Luncheon - Tara Roe, Danielle Zakrjeski, Lauren Giffin)

December 8, 2023 - students can invite one guest to join them for a special luncheon. Lunch menu items tbd, PTO pays for students lunches, specials guests can order a lunch option or pack. Volunteers will be needed for this event.

Glow Party - Nikki Kilbane. Stacey Glatz, Emily Todd Shuey, Katie Rings

Friday, February 23rd, 2024, planning to come for this event.

Chiller Skate Party - Bridget Koontz

Saturday, January 13, 2023 - school ice skating party.

Spring Social - Nikki Kilbane, Lauren Giffin, Pauline Puttmann, Kathleen Waltman

Monday, May 6th. Events to be determined, Jenny Wilks will work on the silent auction for this event.

Washington Gives Back - Looking to reimagine this committee. The idea was to create service projects spread out throughout the year that make a connection with students and families.

Stock the Clinic - Erin Howell

PTO supports the school nurses station stocking it throughout the year with water, snacks, and under garments.

Flower Sale - Erin Miller, Bry Farrell

Fundraiser for the PTO through Fortmeyer, the sale starts in March and flowers are delivered in May. This is an opportunity to volunteer when distributing the orders.

Spirit Nights - Kathleen Waltman

Have the first three set up - September 7th Rusty Bucket, October 2nd Chipotle, and November 6th City Barbeque.

Outdoor Movie Night - Sarah Myers

Tentative date for July 23, 2024, this past summer was successful, will rent the same screen for next year but may consider selling our own concessions and would need volunteers to help with this part.

Room Assistants - Stacey Glatz

A sign up genius for these spots will come out tomorrow. Each classroom has two room assistants. Their main jobs are planning parties with classroom teachers and getting together the Spring Social auction baskets. Throughout the year there may be more opportunities for room assistants to help out based on each teacher's needs.

Publishing Shop - Pauline Puttmann, Erin Miller

Volunteers needed to make book covers and spines for the publishing shop. During the next PTO meeting kits will be brought for people to bring home to make covers and spines at home. May also pair with room assistants or seek other volunteers throughout the year to help.

Facebook - Tara Roe, Nikki Kilbane

Updates will be made here @wolfiePTO

Instagram - Erin Howell, Stacy Glatz

Will be leveraging the school's instagram account to make PTO updates during the year.

Staff Appreciation - Stacey Glatz, Kelly Riley

Will be divided up this year, Stacy will take care of the teacher appreciation week in May, Kelly will use her part of the budget throughout the year to do staff appreciation things.

PTO Email - Stacey Glatz

Will be checked throughout the year and managed. PTO email address is: ptowsh@gmail.com

Wellness Committee - Lyndsi O'Brien, Jennica Nigh

Each month partners with Aramark to provide students with a fruit and vegetable sample at lunch time. Will need volunteers to help with this program throughout the year. Also after Halloween do a candy take back program that collects candy and donates it.

5. Treasurer's Report

-At the next PTO meeting we will vote to approve the budget for this year.

-New things added to the budget this year: Veterans Day breakfast (\$100), funds for the new spanish teacher (\$750), increase in the art budget (from \$1500 to \$200), increase in the winter luncheon budget (from \$1500 to \$2500), a budget for the glow party will need to be determined and added, new teachers (receive and additional \$50 for supply budget).

-Teachers can apply for mini grants throughout the year. The budgeted amount is \$1800, it is a first come first serve basis. The board only has to vote on the approval of mini grants since they are in the approved budget as a line item. This year we have already received two.

-PTO covers all costs of all student field trips taken throughout the year.

-Artist and Community fund is a part of the budget for each grade level to bring in a guest author, artist or speaker throughout the year.

-Also fund student projects - two years ago funded a student- led project for the IDC. The Student Leadership Team has been working for a year now on a playground

project. When they are ready they will present the project to the PTO to seek funds for it.

6. Final Thoughts

-Monica's Friday blast comes each week at 4:30 on Friday's, PTO section in the blast will have PTO updates.

- Washington website features a PTO tab, here you can find reimbursement forms if you ever make a purchase for the PTO, submit either a paper or digital copy with a receipt attached for reimbursement. Also all meeting minutes are posted here each month,

-Motion made by Tara Roe to keep approving last meeting minutes from April 2023.

1st: Jenny Wilkes

2nd: Katie Rings

All in favor/ No one opposed

-Question asked about a full time resource officer, currently only high school and middle school has full time resource officers, elementary shares rotating officers. Note taken down to address this questions at ISPTO meeting.

-ISPTO meetings are public and anyone is welcome to attend.

-Tomorrow, August 30th Monica will send out a PTO summary of this meeting seeking walk -a-thon shirt sizes, sharing spirit wear link, golden paw pass auction site, room assistant sign ups, and committees this year that people can volunteer for.

7. Adjournment (8:12 pm)

Motion: Tara Roe

1st- Monica Campana

2nd - Jenny Wilkes

All in favor/No one opposed