

Washington Elementary PTO 2024-2025

March Meeting Minutes

March 25, 2025 - 7:00 pm / PTO Meeting / Meeting called by Nikki Kilbane

Board Members:

President - Nikki Kilbane / Vice President - Sarah Myers / Treasurer - Erin Miller / Assistant Treasurer - Pauline Puttmann / Secretary - Stacey Glatz / ISPTO - Tara Roe and Erin Howell / Teacher Liaison - Kelly Riley

Attendees:

Monica Woodson, Nikki Kilbane, Stacey Glatz, Sarah Myers, Pauline Puttmann, Erin Howell, Tara Roe, Kelly Riley, Bry Ferrell, Katie Rings, Lauren Giffin, Megan Combs, Danielle Zakrajsek, Mandy Kanzigg, Anne Davis, Lauren Rakay

Agenda:

1. PTO meeting called to order by Nikki Kilbane at 703pm

2. Principal Update

- What's Been Happening:
 - State Testing is Completion: our 70 English Learners students have successfully completed their state testing known as OELPA
 - Military Signing Event: on March 11th, we hosted a Military Signing Event, where several military-connected students and their families participated and proudly recited the Pledge of Allegiance
 - STAR Assessments: our STAR assessments are concluding this week, providing valuable insignia into our students' progress
 - New Addition: we have a new addition to the IDC - a corn snake named Pretzel! Thanks to Mrs. Riley for bringing in our new friend!
 - McTeacher Night Update: this was a tremendous success and was enjoyed by many! Washington Staff helped raise just shy of \$500!
 - Town Hall: our next town hall is Friday, March 28 where we will be launching the Month of the Military Child
 - Engaging Learning Environment: Mrs. Woodson wants to commend our dedicated teachers who are truly excelling with their lessons and activities. Our students are not only engaged but also continuing to learn and grow!
- Coming Up Next:
 - State Testing: April marks the month for state testing for students in grades 3-5. We appreciate everyone's support during this important time!

- Month of the Military Child: April is the Month of the Military Child
- Multicultural Night: Mark your calendars for Multicultural Night on April 11th! We have some exciting additions planned. Students in 3-5 will showcase a variety of folk dances. It promises to be a wonderful celebration of our diverse cultures!
- Welcome to Kindergarten Night: Please note that Welcome to Kindergarten Night has been rescheduled to April 24th. Families will receive letters regarding this change by the end of the week.
- Field Trips: 4th and 5th grades have scheduled a field trip for May 21st! More information will be shared with families after spring break.
 - 4th graders will be going to the Statehouse
 - 5th graders will be going to the Zoo
- End-of-Year Celebrations: We are also in the process of planning for the final week of the school year, which will include Field Day, class celebrations, and a special 5th-grade celebration.
 - Field day signups will be coming out on Fri April 11th at 430pm - watch your email!
 - 5th grade parents will have a virtual meeting to discuss their celebration on April 7th at 815am

3. President/Committee Updates

- Shout out to Mrs. Kennedy who has really shined during her first year here at Washington - 5 stars!!!
- Spirit Nights
 - McTeacher Night brought in just about \$500!
 - Next up is the Rail - April 10th with a code coming soon
 - 15% of all online and dine-in purchases will be donated back to the school
 - 10% of all gift card purchases will also be donated back to the school.
- Spirit wear
 - The order will be in soon and we will be working on distribution of purchased items
 - We maybe looking for volunteers to help deliver directly to the classrooms
- Publishing Shop
 - We have had 3 book parties so far and at least one still to come!
- ISPTO
 - March meeting was held at the Tolles Career & Technical Center
 - Tolles isn't just for students not planning on attending college -it's for any student that would like more experience in certain areas
 - Exploring these interests in High School instead of College can be beneficial

- Tolles services high school students in Dublin, Hilliard, Marysville and Madison County
- Tolles can offer internships Jr and Sr years - some internships will pay for college if you continue to work at the facility
- Tolles offers volunteer opportunities with their vehicle repair and cosmetology departments - keep them in mind if you have any car or beauty needs! (For all vehicle repairs, you will still be responsible to pay for parts, but the labor would be free)
- Our 5th graders will be visiting Tolles in May to introduce them to this type of future education
- Tolles has about 400 part time students this year and is looking to increase to 1600 part time students next year!
- Reminder: ISPTO meetings are open to the public - feel free to take part!
- ISPTO would like to also remind any 5th grade parents that the PTO's in the 6th grade schools need your help!
- Flower Sale
 - The sale was extended due to low sales - we have now hit our goal at over \$4000!
 - May 12th will be flower pickup
 - We will need a lot of volunteers for this day
 - The early group will help offload and sort flowers into orders
 - The later group will help fulfill pick up orders as they arrive
 - This is a really fun event to volunteer for - look for sign ups in April!
 - Could we think about a cash option for orders? We have many families that do not use credit card as their main method of payment
- Spring Auction/Spring Social
 - May 5th 430-630pm with food trucks staying until 7
 - We will have many activities at the Spring Social, book fair, art show, community tables, 4th grade family folk dance, silent auction baskets (including a popcorn bowl made for each grade, courtesy of Mr. Stevens), etc.
 - The 3rd grade wolfpack has met and has offered MANY ideas to add to this event!
 - With a lot of activities going on, the PTO will focus on smaller, less expensive activities for this event. Possibilities include a prize wheel, library, fire/police/emergency vehicles, candy, small games, coloring, crafts, Wolfie, etc.
 - Stay tuned for more details!
- Room Assistants

- Informational emails went out a couple weeks ago to all room assistants regarding silent auction baskets. Stacey has not heard any comments or questions but 17/22 classrooms have signed up for their baskets
- Staff Appreciation Week
 - This committee is hard at work and rolling along well!
- Open Board Positions
 - We have a large amount of positions that will be vacated after this year
 - Main commitment is a 30 minute meeting before the monthly PTO general meetings
 - Pauline will be leaving as check writer/treasurer 1. Time commitment: probably less than one hour each month.
 - Stacey will be leaving as secretary. Time commitment: about one hour each month to type up minutes, send them to board, Mr. Stevens and out in the PTO blast monthly
 - Nikki will be leaving as president. Time commitment: about 1-2 hours per month - basically keeping everything organized, typing up the agenda and answering some emails
 - Tara will be leaving as one of the ISPTO reps. Time commitment: 1 hour every other month to attend the ISPTO meeting (usually the 3rd Tuesday each month at a rotating location).
 - Erin Howell may be leaving as the second ISPTO rep but is considering another position on the board
 - If you are interested in any of these positions, please reach out for more info - we'd love to share with you!
- Open Committee Positions
 - Due to parents moving on to 6th grade as well as other commitments, there are several committee's that have open positions as well
 - Most of these committees have other active participants, they just need a lead
 - Room Assistant Coordinator
 - Spirit Nights
 - Fall Social
 - Spring Social
 - Glow Party
 - Wolfie Breakfasts
 - Flower Sale - needs a shadow as next year will be Erin's last year
 - Conference Night Dinners

4. Treasurer's Report

- The publishing shop went over budget because we ran out of a lot of supplies. These supplies last for many years, but we had to purchase them all at once. We haven't used the full publishing shop budget for many years and don't foresee using all of next year either
- Teachers are turning in receipts but some haven't spent all of their money yet
- Wolfie Breakfasts might also go over budget slightly
- The board approved a mini-grant for Mr. Stevens for art shelves for the hallways to showcase more artwork from students
- Motion to approve last month's minutes made by Nikki Kilbane
 - 1st: Bry Ferrell
 - 2nd: Sarah Myers
 - All in favor, no one opposed

5. Questions

- Could we send an email to teachers monthly from the PTO with all pertinent info?

6. Last Month's Minutes

- Motion to approve last month's minutes made by Nikki Kilbane
 - 1st: Stacey Glatz
 - 2nd: Pauline Puttmann
 - All in favor, no one opposed

7. Adjournment

- Motion made by Nikki Kilbane to adjourn the meeting
 - First: Lauren Giffin
 - Second: Erin Miller
 - All were in favor/ no one opposed, the meeting was adjourned @ 742pm
 - Next PTO Meeting will be Tuesday, April 22nd in the IDC at 7pm
 - This will be the LAST PTO meeting of the year
 - We will be voting on new board members and filling open committee spots if possible

***If you would like to be a volunteer with programming within the school or with the PTO, you will need a volunteer badge. You can register here: [Secure Volunteer | Get Started Now](#)

2024-2025 PTO Meetings

All PTO meetings will be held in the IDC from 7:00-8:00 pm. Meeting dates are:

- August 27th
- September 24th

- October 22nd
- November 19th
- January 28th
- February 25th
- March 25th
- April 29th

Event Calendar 24/25

August	<ul style="list-style-type: none"> ● 19: Wolfie Welcome Day 4:30-6 p.m. ● 21: First Day of School ● 27: PTO Meeting, 7 p.m.
September	<ul style="list-style-type: none"> ● 2: No School, Labor Day ● 24: PTO Meeting, 7 p.m. ● 27: Fall Social 4-6:30 p.m.
October	<ul style="list-style-type: none"> ● 11: Walk-A-Thon- during school day ● 18: No School; Central Ohio In-Service Day ● 22: PTO Meeting, 7 p.m.
November	<ul style="list-style-type: none"> ● 5: No School; Professional Learning Waiver Day ● 7: Parent Teacher Conferences ● 19: PTO Meeting, 7 p.m. ● 27-29: Thanksgiving Holiday
December	<ul style="list-style-type: none"> ● 20: Winter Luncheon ● Class parties – determined by Classroom teacher ● 23-31: No School; Winter Break
January	<ul style="list-style-type: none"> ● 1-3: No School; Winter Break ● 17: Chiller Ice Skating Party, 4:40- 6:40 p.m. ● 20: No School; Martin Luther King Day ● 28: PTO Meeting, 7 p.m.
February	<ul style="list-style-type: none"> ● 13: Winter Conferences ● 14: No School; Parent-Teacher Conference Comp Day ● 17: No School; Presidents Day ● 21: Glow party ● 25: PTO Meeting, 7 p.m.
March	<ul style="list-style-type: none"> ● *family game night/bingo night ● 25: PTO Meeting, 7 p.m. ● 31: No School; Spring Break
April	<ul style="list-style-type: none"> ● 1-4: No School; Spring Break ● 18: No School

	<ul style="list-style-type: none"> • 29: PTO Meeting, 7 p.m.
May	<ul style="list-style-type: none"> • 5: Spring Social • 6: No school • 26: No School; Memorial Day • 29: Field Day, 28 (back up) • 30: Last day of School • *Need a date for the summer meet up

2024-2025 Committees

- Most committees would love help from anyone interested in lending a hand. All commitments can be as much or as little as you're comfortable - all help is appreciated!

Golden Paw Pass Auction	Pauline Puttmann Erin Howell will shadow
Fall Social	need a lead
Walk -a- thon	Katie Rings, Emily Todd
Spirit Wear	Molly Hecht
Conference Week Food Coordinator	Tara Roe
Winter Luncheon	Tara Roe, Lauren Giffin, Danielle Zakrajsek, Erin Howell
Chiller Skate Party	Rachel Abouhassan
Glow Party	Nikki Kilbane / Stacey Glatz
Spring Social	need a lead
Spring Social Auction	Jenny Wilks (?) / Erin Howell (software)
Washington Gives Back	Lauren Giffin, Molly Hecht
Stock the Clinic	Erin Miller
Flower Sale	Erin Miller, Bry Ferrell (look for a third person for the following year)
Spirit Nights	Kathleen Waltman (need a shadow) (add Rockin Jump)
Outdoor Movie Night/Summer	Sarah Myers

Meet up	
Room Assistant Coordinator	Stacey Glatz / (Rachel Abouhassan shadow)
Staff Appreciation Week	Erin Miller & Kelly Riley (need additional help)
Publishing Shop	Pauline Puttman / (Danielle shadow)
Promotions lead PTO Facebook Page/ Instagram/ flyers	Tara Roe
Winter game or bingo night	need a lead
Blurbs to Monica, running google doc.	Nikki Kilbane
Check PTO Email Regularly (secretary)	Stacey Glatz
5th Grade Sign Coordinator, end of year celebration	Stacey Glatz / Nikki Kilbane
Field Trip Funds Coordinator (treasurers)	Erin Miller / Pauline Puttmann
Communications lead for teachers - works close with Kelly Riley	