

WESTWOOD PTO

MEMBERS MEETING

MINUTES

Date: November 12, 2020

Time: 12:00 pm on Zoom

Facilitator: PTO President, Christina Schaffert

24 attendees were present including Board Members: Christina Schaffert-President, Michelle DeNigris-Vice President, Sally Winningham-Secretary, Pam Obratil-Treasurer, Katy Burry-Assistant Treasurer, and Stephanie Wright-PR Representative.

Welcome and News

PTO President, Christina Schaffert, welcomed and thanked all attendees for joining the third Members meeting of the school year via Zoom. It was discussed that the meeting time of 12pm has been working well to facilitate and accommodate teachers that desire to attend during school hours. Meetings will most likely remain at this time of day and will be done virtually for the remainder of the year. Christina also shared with attendees the thoughtful notes and thank you cards from Mrs. Hinkle's class for their top seller Mum Sale class party, from Mrs. Gabriel's class for the PTO purchased seat sacks and from Mrs. Schultz for the PTO provided dinner from Tommy's on conference night.

Mrs. Nanney will post our "Highlights Reel" (an abbreviated 'Monthly Member Meeting Minutes' flyer) along with any special announcements or reminders in her weekly Smores email publication after today's meeting. Our PR-Rep, Stephanie Wright, will continue to update our Facebook page with new postings

and upload new details, minutes and documents to the PTO website. Marketing material of reoccurring school promotional programs and West G Spirit Wear purchase opportunities, promotion for the successful in-person "Book Fair" event, acknowledgment of Westwood Elementary 2020-2021 PTO Directory art contest winners, and Westwood PTO provided School Shirt deliveries, were all detailed and posted in our various social media formats by our PR-Rep, Stephanie Wright.

Westwood Elementary Needs/Requests

It was requested by teachers for the PTO to look into the purchase of the reading program called Raz-Kids. It is a website where students have access to a virtual book room and the website logs individual reading levels and progress. Its benefits include student prep for AIR testing with coordinated quizzes after reading samples that are presented in a similar fashion as the standardized tests. The original idea was to vote on the purchase of the program at today's meeting, however, it was determined that more information would need to be gathered before voting on the request. The vote was postponed until the Dec 10th members meeting until more questions could be answered about the program. The program was regularly used by Lindsey's 2nd grade class and teachers at Newbury also utilized it. Mrs. Regano was asked multiple questions on her knowledge of the program and the desire level among all the teachers across all grade levels and how it differed from the free reading program called Epic. It was reported that Mrs. Nanney approved the use of this program for specifically this year only.

The following questions arose that were left to investigate before a vote takes place:

- Are all teachers in every grade desiring this program or is there a way to only purchase licenses just for those that want it?
- If purchased, can it be utilized right now due to the fact that in-school students do not have access to chromebooks?
- Can teachers amongst one grade use their grade level funds for this purchase to achieve a quicker timetable for use?
- Would the West G school district be obliged to paying for some or all of the

associated costs, especially due to its ?

-Would there be a possibility for the program to be used at both schools (Linsley and Westwood) and potential shared costs?

-Would the purchase of the program be pro-rated considering we are already into 4 months of the school year?

-How does it differ from the free version program Epic (specifically, is there a limited number of users who can utilize at one time or is it limited to school hours only?)?

It was determined that Christina will reach out to the district and among teachers with these proposed questions.

Upcoming Fundraisers and Sales or Community Effort Events

The in-person Scholastic Book Fair raised a little over \$1000 for Westwood PTO, and funds were received via cash versus the normal Scholastic dollars payout due to the fact that there is already a surplus of Scholastic dollars in our Scholastic account. Appreciation was given to those that helped at the school, and to Erin Stevenson who helped spearhead this event along with veteran Angela Farmer for sharing her knowledge and passing the torch. Plans for future. Dr. Markwardt visited the event and expressed thanks for the return to a bit of normalcy.

Other discussion points for upcoming events:

Urban Flowers has been called to see about a Spring Hanging Basket flower fundraiser, to help support local business as well as the school. More details to be determined.

Holiday Shop Fundraiser was not approved by the District due to the uptick in coronavirus cases and because it is not a strictly academic event like the Scholastic Book Fair. Holiday Shop will be taken off the school calendar and no virtual options will be investigated further.

Spirit Wear Sale merchandise will be delivered to the school as early as the end of next week. There is expected to be a small revenue generated from sales of the Westwood Elementary and West G spirit wear/gear.

Budget

Much of this meeting's discussion was about the PTO's current funds and if the PTO could afford to purchase the requested Raz-Kids reading program. Due to the fact that we were unable to hold our annual Westwood Walk, which provides the majority of the funds that the PTO depends on for teacher resources and events, the budget is being heavily reviewed. A spring fundraiser is likely.

Raz-Kids would be a \$2200 expense for 22 classrooms year-long licenses (an estimated \$99.95/class).

Other recent purchases:

BrainPop Jr. was recently renewed, at about a \$1800 expense for a year subscription.

Conference night Dinner (from Tommy's) was about a \$250 expenditure, along with the purchase of water and soft drinks.

/ Announcements

- PBIS news from Mrs. Cunningham to be delivered at next meeting when she is available to attend. PTO is helping with her efforts, providing SWAG bags and lunch treats for GOTCHA award winners and recognized teachers.
- Tiffany Regano will be our new 2nd grade representative.
- The outstanding Volunteer of the month for October was Natalie Lafferty. Thank you for all of your efforts organizing parent volunteers!
- The Teacher MVP for October was Meg Cunningham! Thank you for your continued support and helpful suggestions!

- Room parents reported successful results with fall party coordination and efforts.
- PTO created a goody bag for each child and were sent home. There was some concern expressed that the parties among classes and grades could be better coordinated so that everyone is enjoying the same timeframe and level of “fun.” Christina will be looking into some ways to make those processes better for future holiday parties/events.
- More information to be disseminated about the any PTO or parent involvement for a potential “Winter Celebration” party on or before December 17th (the last day of school instruction before winter break). To be discussed further at next month’s meeting.
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12/10/2020| time TBD, Zoom

Motion to adjourn was made at 12:35 p.m. and was passed unanimously.