



# Whitehills School Association

## Meeting Minutes

**November 12, 2019 • 6:00pm**

1. President Jen Gorchow called the meeting to order at 6:00 p.m. and began with introductions. There were no additions to the agenda.
2. The October 8, 2019 WSA meeting minutes were approved.
3. Principal and staff reports, news, questions
  - a. School is currently set on snow gear donations for student use.
  - b. Will work to discuss parking with parents during bad weather days- Mr. Johnson will make a video if needed.
  - c. School is in need of lunch monitors- please spread the word to anyone who may be interested. Send applicants to Mr. Johnson.
  - d. STEM Festival went well.
    - i. Next year work to count how many families also attend.
    - ii. Children who were interested truly enjoyed all of the events.
4. Officer reports
  - a. Current balance of accounts, outstanding/upcoming bills
    - i. \$17,412.80 is the current balance. Shared a cash flow document- this is a document that will be in the shared file. There were a few differences. One being field trip costs and one was the Whole Foods fundraiser—a one-time event in 2018. There was an anonymous donor last year for the Wharton Center tickets. There are areas we will need to be more mindful with this year.
    - ii. Discussed a donation route as a possible idea for revenue.
    - iii. There are currently just over 310 students
    - iv. New debit cards will be issued for all WSA members- separate logins for MSUFCU online banking.
5. District Parent Council report
  - a. Sarah was absent. No current update
6. Teacher grant parameters
  - a. Current form is for anything on top of \$100 for each staff member.
  - b. Reviewed Pinecrest form- do we want to add to our current form?
    - i. If teachers came for a significant amount over the \$100 then it was suggested it would come to the larger board

- ii. It was proposed that if it was under \$250 the Executive Board members could make the call; beyond that then it would come to the larger group.
  - 1. All agree on the above policy.
- iii. Kindergarten Book Fairy suggestion- this would be around \$333.00 to start this and this would include a book for the teacher and one for each child to take home- this would start with 5 teachers for January, March, and May and next year increase to five books per child and possibly school wide.
- iv. Jen made a motion to approve the \$333.00 for this program year- Kindergarten and first grade Book Fairy program through scholastic. Motion was approved.

#### 7. Movie...palooza?

- a. Discussed the upcoming Movie Night at Marble
- b. Could this be linked to other things and we could also encourage children to participate or those who are specifically benefitting from the fund raiser?
- c. The question was raised to see if students could work to participate in running the night. Could they sign up and then come to do the jobs of food service and clean up?
- d. This would possibly be in January, possibly the 31st, and Embrace the World would be Feb. 20.
- e. Maybe a popcorn donation could happen- Mr. Johnson will reach out to possible donor.
- f. Possible candy corner- \$.25 per piece
- g. Would this include a parent auction or co-event? This was a huge source of funding/profit.
  - i. Could there be a silent auction for things the children make? Jen will follow up on this.
  - ii. Jen will reach out to the previous year group to see the connection that were there and wondering if they are viable.

#### 8. Box Tops—new procedure, next submission, contest?

- a. Program is changing- no more little squares to clip out- working to phase this out.
- b. Currently can just scan receipts and turn that in
- c. Parent and grandparent willing to coordinate this
- d. There are two submission dates each year
- e. Should we have a box top competition within the room- possible that the grade level that wins could pick their prize- a free prize. Mr. Johnson suggested allowing the winning class to select the bucket filler prize.

#### 9. Spirit wear update

- a. Shirts have been ordered from Retro Dot- cost was \$4.00 per shirt
- b. They will be here before Thanksgiving
- c. Jen will follow up with Coni to facilitate distribution

10. Recap of recent WSA events

- a. STEM Festival
  - i. See above notes
- b. Notes for next year
  - i. Book Fair preparation is going well. Theme is Arctic Adventures
  - ii. Ms Conti is running a snowflake guessing game and the winner gets a free book.
  - iii. There will be a less than \$5 table- this include a box of free books and this is free to use as we need

11. Upcoming events and volunteer opportunities

- a. Winter book fair
- b. Embrace the World- Feb 20, Donley declined sharing the event, they do not feel that they have the space for a double event. Joy Campbell is chairing this for this year
  - i. 3rd graders will perform at this event
- c. Spring book fair—date selection, coordination with Spring Showcase performance
  - i. Mrs. Pike would like to set the spring performance around this. She was hoping for May 7, 2020
  - ii. We will coordinate bookfair around this
  - iii. We will be working to replenish the book cart via “All for Books” donations.
- d. Yearbook cover design contest
  - i. Jen will follow up with Allie Brenner
  - ii. Children will submit drawings for this.

12. Adjournment

- a. Meeting was adjourned at 7:05 pm

**In attendance:**

Jen Gorchow  
Paul Donahue  
Trisha Donahue  
Shane Johnson  
Megan Chumbley  
Jeff Hicks  
Erica Letts