

Whitehills School Association Meeting Minutes

September 13, 2016 • 7:00pm



1. Call to order with welcome and introductions
2. Approval of agenda
 - a. Moved to approve, seconded, and approved.
3. Principal's report
 - a. Thanked WSA for support for preparing for the school year and the first day of school.
 - b. Thanks for renovations to the teacher's lounge.
 - c. Met with school improvement team this summer and it was decided that we need to convey to our students that we need to narrow down our focus on the three main goals we want to share with our students and our community. Kids know now that these are the expectations that we have on them this school year.
 - i. Be Kind
 1. Helpful
 2. Polite
 3. Compassionate
 - ii. Be Safe
 1. Careful
 2. Follow Directions
 3. Use Materials Appropriately
 - iii. Be Respectful
 1. Considerate
 2. Personal Space
 3. ??????
 - d. Staff meeting today included positive postcards – teachers can share notes with students to recognize them for demonstrating positive behavior. We talked about the Fun Run Assembly that is to happen. We discussed Halloween and the parade that will take place the Friday before Halloween; some younger grades will do projects.
 - e. We have a new positive behavior curriculum called Second Step which has 22 lessons. Teachers will be presenting these age/grade appropriate lessons throughout the year.
 - f. Curriculum Night
 - i. Teacher Session will start right at 6:00pm; first session will be from 6:00-6:25pm and then the second from 6:30-6:55. Ribbon Cutting will be at 7:00pm.
 - g. Indoor Recess will be the same as it has been in the past with assistance
 - h. We also talked about WSA meetings – we cannot make teachers attend but have a good response tonight (3 teachers present).
 - i. Teacher evaluations are new this year and there will be 15 minutes observations with immediate follow up.
 - j. During negotiations, specials were cut by a few minutes; if special teachers have leftover FTE minutes then they can be assigned to help support in a classroom or

do a check-in/check-out system. This depends on how many sections are in each building. This year we have a Math Coach in this building but we do not have a Math Interventionist. Data analysis is held to determine what children will attend this coach based on where they land on the scale.

- k. If there are issues related to teachers or instruction that you may have concerns about, I would prefer that you bring those concerns to the teacher, then come to the Principal; this forum (WSA) is not where these issues should be brought up.
- l. Homeless person near the park
 - i. Concerns were brought up, and Principal Wells will talk to Officer Whelan again and continue to convey to the children where the school boundaries are.
 - ii. Maybe if people write in to the City Council it may yield some better responses.

4. Teachers' report(s) and activities

- a. Ms. Katie Pike
 - i. So excited to come Whitehills; has been teaching for ten years and lives in East Lansing.
 - ii. Girls on the Run
 - 1. Would love to run this here at Whitehills and is so excited to get the ball rolling. WSA expressed interest and support for this. She will need some volunteers and is hoping for some support.
 - iii. Events
 - 1. In class programs are important right now because the foundation is being laid right now for when they are older and have a more directed focus on the arts. Parents will be invited to join the classroom at this age to see their kids perform ("in-formances").
 - 2. Spring Showcase – this won't stop the music curriculum but will take the things that are already being worked on in the classroom, adding some "sparkle" on them, and then making that a performance. This will be held in a couple different nights based on ages/grades.
 - iv. Ten Pound Fiddle – working with Mrs. V. to get folk dancing going.
 - v. She is bringing a \$5,000 grant for the "artist in residency" program to Whitehills this year and performing WITH the kids; MSUFCU is sponsoring this grant.
 - vi. Chamber of Music teacher at MSU is looking for places for her students to perform.
- b. Mrs. Lynne Clyma
 - i. Thank you so much for the signs and banners from the first day of school and also for the teacher's lounge.
- c. Ms. Danielle Desilets
 - i. So excited to be here; I student taught last year at Marble and coached JV basketball. I'm excited to bring things that I have taught to my new classroom.

5. Kath Edsall – East Lansing Board Member

- a. I have five kids, from ages 5 to 24. School Board members took a hiatus on attending parent council meetings last year; I am not sure why but am happy to attend again this year. We will rotate what school we attend so that we can all meet and see the different schools and parents.
 - b. The biggest thing this year is the bond for updating schools; the schools need a lot of repairs etc. that need to be addressed and there is bond committee and shortly there will be a community survey that will address programming, desire and many more things.
 - c. It's nice to see two new teachers that we approved hiring in person here tonight; we often only see those names on paper.
 - d. Board meetings are the second and fourth Monday and we have a committee structure and most of those committees meet monthly and all are open meetings at the High School.
6. Officers' reports
- a. President Joy Campbell
 - i. Proposed bylaws (minor changes since last approved in 2014) are posted on the website. Vote for approval will be held in October.
 - b. Vice President Jen Gorchow
 - i. N/A
 - c. Treasurer Jeff Hicks
 - i. We have a pretty healthy balance right now; we are still going through the 5K to reconcile that, but we are up and running.
 - d. Secretary Elizabeth Ivkovich
 - i. Budget update on teacher's lounge and I would like to get a glass top for the dining table and a couple other small items to finish it up – will get estimate for the glass top and present the request.
7. Communication
- a. Online: www.whitehillsparents.org, Facebook, Google calendar – should be user friendly and easy to find out what is going on around the school.
 - b. Print: Welcome packet should have gone out to all students, monthly Wolf Pack Wire will also have student writing this year which will showcase one student each month.
 - c. At school: Bulletin board, marquee
8. Current WSA projects
- a. Playground expansion
 - i. Angie Smith was the leader on that venture and there were many other committee members and we are so excited to have the ribbon cutting and celebrate all the work that took place to make that happen.
 - ii. Three smaller pieces to be added to playground near swings this month.
 - iii. Ribbon-cutting celebration to be held at Ice Cream Social.
 - iv. Thank you to Angie Smith for her leadership, and Sarah Cole-Blankenship, Keith Ivkovich, Jen Gorchow, Chrissy Gentilozzi, Lynne Clyma, and Marie Volovsek for their committee work.

9. Upcoming events

- a. Marco's Pizza Night, third Thursday of each month beginning September 15
 - i. Easy, quick dinner before Curriculum Night!
 - ii. You call and tell your student's teacher and they mark that teacher.
- b. Curriculum Night, Ribbon-Cutting, & Ice Cream Social, Thursday, Sept. 15
 - i. Parents and other family members meet teachers and see the classrooms.
 - ii. WE NEED VOLUNTEERS!!
 - iii. Ribbon-cutting between classroom portion and ice cream social – we really want to recognize all the people and the community for all their hard work.
 - iv. Spirit Wear sales – still seeking volunteers – get your spirit wear early this year!
 - v. Ice cream (ice cream cups, dairy-free popsicles, etc.) will be distributed starting at 7:00pm – still seeking volunteers
- c. Science Club, third Friday of each month beginning September 16
 - i. This month: Things that fly
 - ii. Sign Up Genius posted online for volunteers (once or ongoing)
 - iii. New partnership with Impression 5 for two months (November and April) – very exciting! Open to all grades.
- d. Walk to School Day, Wednesday, October 5
 - i. District-wide elementary event seeking leadership for Whitehills; WSA can help with publicity (FB event created).
 1. Whitehills still needs a parent rep – Lynsey Clayton expressed interest in this.
 - ii. Designate a few meeting points and times in the walkable area of the school neighborhood; 1-3 parent volunteers accompany kids to school from the meeting points.
 - iii. Children not in walkable areas are welcome to join from any of the meeting points to get into the spirit of event.
 - iv. <http://www.walkbiketoschool.org/ready/about-our-work/ways-to-participate>
- e. Popcorn Fridays, first Friday of each month beginning October 7
 - i. Vicki Belloli and Susan Mayes are all set to do this again this year.
- f. Fun Run, Friday, October 14
 - i. This is our major fundraiser of the year
 - ii. Parents and other family welcome to come and cheer
 - iii. Budget needs for Fun Run prizes, incentives
 1. The committee has had a meeting and the incentives will be scaled back on and it historically doesn't seem to make a difference in what is raised and seems unnecessary.
 2. The kids do love the Kona Ice Truck and how much it means to the kids.
 3. The top pledge winner will be "principal for the day" again.
 4. We are looking for one little token prize for each kid that raises any amount.
- g. "Meet the Candidates" night, date TBA
 - i. Opportunity for parents from all schools to hear from school board candidates. Logistically easier than trying to have all the candidates at each

school's parent council meetings. This way candidates won't have to run around to multiple meetings to meet everyone.

- ii. This bond is very important and voting matters so this is an important year for parents to meet the candidates and be informed.

10. Other leadership and volunteer opportunities

- a. All known volunteer needs through winter break are already posted on the WSA website. From the home page, click on "I Want to Volunteer!"
 - i. We REALLY need your help! Volunteers are a must!
- b. Book Fair – Angie Smith and Kuljeet Sidhu are seeking a third co-chair
 - i. Elizabeth Ivkovich can help co-chair
- c. STEM Festival – Debbie Walton and Kyle Enger are seeking a third co-chair
 - i. Debbie Walton will be leaving Whitehills next year, so this 3rd chair can get the hang of things for next year when Debbie is no longer here.
 - ii. Pete White (kindergarten parent, prof at MSU) may also be a candidate.
- d. Culture Board – Sign Up Genius posted online – this is different cultures or even "adoption awareness", "Braille", etc.
- e. Front Display Case – Sign Up Genius posted online
- f. National Environmental Education Foundation (NEEF) grant (\$500-\$5,000) to support efforts to deliver high-quality environmental education and STEM programming that is aligned with national K-12 education standards. Grant applications due October 13. A similar grant a couple of years ago provided funds for Jim McGrath of Nature Discovery to come to the K classrooms monthly.

11. Fundraising

- a. Movie Night – Idea from Mrs. Clyma based on Marble Elementary model
 - i. Friday Nights
 - 1. Raises a lot of money and builds the community
 - 2. There is a GREAT turnout.
 - 3. There was a food stand with donated items, tickets cost money, and kids brought items to lay on.
 - 4. We could either do a suggested donation or make sure there are "scholarships" available.
- b. Ongoing fundraisers continuing this year
 - i. Amazon Smile – add school wishlist for donations.
 - ii. Box Tops
 - iii. Marco's Pizza Night – once a month to raise money for the school; winning class gets a pizza party.
- c. Fundraising events
 - i. Whitehills 5K, Fun Run, Winter and Spring Book Fairs, *SomethingPalooza*, Carnival

12. Budget

- a. Distribute for discussion and vote
 - i. Big Zoo will need more money added because the class size is larger (63 third graders)
 - ii. Carnival expenses will be a little higher - waiting to hear from Lynsey

- iii. Add income from doing movie night to the line items
- iv. Add \$300-\$500 for Book Room
- v. Motioned to approve with the change that Big Zoo is amended; seconded.
Approved.

13. Adjournment

In attendance:

Kathy Raphael
Mia Gougeon-Adarkwa
Andy Wells
Jamie Fitzgerald
Hilary Owen
Katie Pike
Lynne Clyma
Danielle Desilets
Kath Edsall
Victoria Johnson
Sarah Cole-Blankenship
Lynsey Clayton
Sarah Nichols
Joy Campbell
Jen Gorchow
Elizabeth Ivkovich
Jeff Hicks