

## Whitehills School Association Meeting Minutes

December 13, 2016 • 7:00pm



1. Call to order, approval of agenda, circulate sign-in sheet
2. Teachers' report(s) and activities
  - a. Lynne Clyma
    - i. Thank you for the teacher's lounge
    - ii. Thanks to everyone that worked for the Scholastic book fair, teachers were very pleased with it.
    - iii. Book Room has been finished/caught up to the newest books they bought with school funds. WSA funds will still be used to begin purchasing replacement books for grades 3-5.
    - iv. Do we have enough sleds for outside?
      1. Principal Wells said that there will be sledding after break and the sleds will be brought out after break from storage.
      2. A couple more will have to be purchased.
  - b. Katie Pike
    - i. "Grab a Grownup" Family Folk Dance Night, Monday February 6
      1. East Lansing Educational Foundation is providing money for live music; they are bringing in Ten Pound Fiddle's "friends" who are going to come and host this fun, family friendly night.
      2. This will be limited to 2<sup>nd</sup> to 5<sup>th</sup> grade students.
      3. Should be 6:30pm-8pm and they must be accompanied with an adult.
      4. WSA approval for refreshments/snacks
        - a. Popcorn, store-bought cookies, easy snacks.
        - b. Motion to approve the spring budget for food and drink.
          - i. Seconded, and approved.
    - ii. Girls on the Run – February 27 kickoff
      1. Goal 5K on Sunday, May 22 that they are training for
      2. Monday and Wednesdays, 3:45-5:15pm
        - a. They need a committed coach that can be there every time to help
        - b. It is a regimented program that they need a firm committed adult to do the entire time.
        - c. It is costly but scholarships are available through the "Girls on the Run" website – it's \$175 to register and includes shoes.
        - d. 3<sup>rd</sup> through 5<sup>th</sup> grade girls
  - c. Message from Marie Volovsek
    - i. She has signed up school for Mileage Club.
3. Principal's report
  - a. Teacher evaluations

- i. Two professional development people came in and had dialogue with teachers so that we can “hone in” on the evaluation tool.
    - ii. The state requires that we follow certain parameters including the type of evaluation and how many evaluations. There have been two professional development sessions on the Charlotte Danielson Framework.
    - iii. 25% of teacher evaluations based on student growth measurements. This will go up to 40% in the 2018-19 school year.
    - iv. Data Review will be January 11<sup>th</sup> with the Superintendent her cabinet to observe that. Behavior data and academic data will be used; attendance data will also be used.
  - b. We still need donations of winter gear, especially sturdy snow gloves and snow bibs.
  - c. The National Assessment of Educational Progress (NAEP) will be given February 23<sup>rd</sup> and all fourth graders will be taking that assessment
    - i. January 15<sup>th</sup> will be a reminder letter sent to parents to remind them on this testing.
  - d. The time capsule will be opened January 20<sup>th</sup> so we are excited for that!
  - e. Winter break is nearly here and students are feeling excited, but some may be anxious or uneasy. Some students don’t have a lot to look forward to; they have a routine and security at school but maybe not during break, so it’s good to remember that.
  - f. The State just came out with rankings and we ranked quite high, so we should be proud of the work that the teachers and students have put forth.
- 4. Officers’ reports
  - a. President Joy Campbell
    - i. Box Tops for fall brought in \$430
      - 1. Ms. Kemsley’s class had most Box Tops, with 308
    - ii. Marco’s Night in September brought in \$60
      - 1. Ms. Hunt’s class won pizza party
      - 2. Next Marco’s Night is coming up.
  - b. Vice President Jen Gorchow – N/A
  - c. Treasurer Jeff Hicks
    - i. Budget updates
      - 1. Waiting on Angie’s report to update the budget
  - d. Secretary Elizabeth Ivkovich
    - i. PawPalooza updates
      - 1. In need of “room parents” for each classroom.
      - 2. Donations are up in the air until there are room parents.
      - 3. Maybe we should do a signup genius for all the classes so that parents feel like they have things to specifically sign up for.
    - ii. Tabletop in the Teacher’s Lounge
      - 1. I have not had time to call – I will try to do this before the next meeting.

- iii. I would like to see if we could put in the budget seasonal decorations/flowers etc. at ~\$150 a year (this could mean a nice arrangement for the start of school, maybe a new table runner for spring, etc. For the remainder of this year, could I have \$75 approved for such items?
  - 1. Motion for the remainder of this year (\$75); seconded and approved.

5. School Board representative report

- a. Last night a tentative \$98 million bond proposal passed and we were very excited for that
  - i. There will be a special election in May.
  - ii. There will be 13 teaching stations which will be specifically for classrooms.
  - iii. The proposal was pushed very quickly but they do want to hear from the community.
  - iv. There was talk of rebuilding and renovating and the thought was that with rebuilds "Green Buildings" could be built that could also save money going forward with energy savings.
  - v. There will possibly be "swing schools" where some schools will be able to be housed while those schools are being rebuilt.
- b. They are hoping to partner with MSU for Red Cedar.
- c. The City of East Lansing and the school district teamed together for a statement about inclusion.
- d. Yesterday was the deadline for the Mental Health Advisory Board, which will be talking about different mental health issues.
  - i. Anti-bullying program had controversy and future programs like that will be vetted by this board.
- e. One new board member will be joining next month

6. Current/recent WSA projects

- e. Fun Run recap
  - i. Financials
    - 1. Revenue - \$8,935
    - 2. Expenses - \$2,140
      - a. Get Movin' Crew – \$1,944 (324 students x \$6.00)
      - b. Credit Card Fees – \$106
      - c. Wrist-Bands Prizes – \$90
    - 3. Net Profit - \$6,795
    - 4. School did not meet goal for Kona Ice visit, but kids had a Pajama Day on November 4 as a reward for their efforts.
  - ii. 146 students participated by having a pledge of any amount (45% participation rate)
  - iii. 74 students had pledges of \$50 or more
    - 1. Top 2 earners had pledges totally \$600 and \$530

- iv. Get Movin' Crew is changing its methods next year and will no longer provide music, announcer, team leaders, wind wavers. Need to determine whether we will still use them for online financial portion, or whether we will do everything on our own and find another way to collect online donations.
  - 1. Briefly, GMC charges \$499 plus 15% of all online transactions. Pledge envelopes, flyers, pedometers, etc. would be added à la carte costs if we chose to use them. Donors can choose to add a \$2.50 processing fee, which can help offset the 15% transaction fee.
- v. Jen spoke with schools that do this on their own and they had tried an "inflatable run" and also a color run.
  - 1. Jen and Katie will not be able to chair the event next year.
  - 2. We need to identify a new chair(s) ASAP to begin working on a DIY version of Fun Run.
- vi. Razoo is a site that does something similar to the Get Moving Crew.
- vii. Innisbrook raised a great deal of money but they changed the percentage they retained so we couldn't make as much money any more.
- f. STEM Festival
  - i. Great turnout! About 300 people (including presenters) and about 25 exhibits.
- g. Book Fair Recap
  - i. Profits are unknown still – Angie is still calculating everything but around \$3,300.
  - ii. Maybe next year we will be open for shorter hours and maybe fewer days so that we won't struggle with volunteers.
    - 1. Suggestions including fewer mornings open, but still do Books & Bagels.
    - 2. Maybe three days open only 3:30-4:30, and two nights 3:30-5:30.
  - iii. Elizabeth will touch base with Angie and Kuljeet

## 7. Fundraising

- a. Remember to join AmazonSmile before heading into this busy shopping season.
- b. Movie night based on Marble's model:
  - a. Need movie license from the Motion Picture Licensing Corporation or Movie Licensing USA (they represent different studios).
    - i. We had a single-day license for Muppet Treasure Island for the book Fair and it cost \$128. An annual license for multiple showings is appx. \$470.
  - b. Doors opened at 6:00pm, movie started at 6:30pm, ended around 8:00pm.
  - c. Tickets were \$5 individual, \$20 for a family of four or more. Price included movie, water/juice box, popcorn.

- d. Total profits unknown.
- e. Decision was made to table this for this year, maybe look into annual license next year.

8. Upcoming events (**bold = need volunteers!**)

- a. Thurs. 12/15 – Marco’s Pizza Night
- b. Mon. 12/19-Mon. 1/2 - Winter Break
- c. Tues. 1/3 - School resumes
- d. Fri. 1/6 - Popcorn Friday
- e. Tues. 1/10 - WSA meeting, 7:00pm
- f. Mon. 1/16 - MLK Day, no school
- g. Thurs. 1/19 - Marco’s Pizza Night
- h. Fri., 1/20 - **Science Club**
  - i. Topic: Science of sports with Mrs. V.
- i. Fri., 1/20 - **PawPalooza & Time Capsule**
- j. Mon. 2/6 – “Grab a Grownup” Family Folk Dance Night
- k. Tues. 2/7 - WSA meeting, 7:00pm (note date change)
- l. Thurs. 2/23 – **Embrace the World**

9. Adjournment

Attendees:

Joy Campbell  
Jen Gorchow  
Jeff Hicks  
Elizabeth Ivkovich  
Lynne Clyma  
Katie Pike  
Karen Hoene