

Whitehills School Association Meeting Minutes

September 12, 2017 • 6:00pm



1. Call to order with welcome and introductions
2. Agenda
 - a. Approved
3. Minutes from August meeting
 - a. Approved
4. Principal's report
 - a. The 5K was a great event – thank you to the WSA. It was great to see the community come together and see the energy at an event unique to Whitehills. It seemed competitive for those who wanted it to be but also very relaxed and fun for those who wanted to walk.
 - b. Thank you to the WSA for the back-to-school and first day assistance and for how things were laid out; it made it so nice and seamless to navigate the beginning of the year. The welcome breakfast, the maps, the information online all helped so much.
 - c. Thank you in advance for helping with the Ice Cream Social portion of Curriculum Night.
 - d. We have the first assembly next week, on the topic of positive behaviors – there will be incentives we are going to set for the school. Fifth graders are weighing in on incentives to get some buy-in from the students and help the kids feel more invested.
 - e. 325 students are currently attending Whitehills
 - i. Six lunch room monitors have been hired since the start of the year.
 - f. The parking lot can seem nerve-wracking but it has seemed to run pretty smoothly.
 - i. Thank you to Keith Hagan, a parent who has been volunteering each day as a crossing guard.
 - ii. Cones might be helpful for traffic flow. Maybe these can be purchased with Safe Routes to School Funds to help make lanes?
 - g. Appreciates all the support as the new principal and the staff meeting today went great.
5. Teachers' report(s) and activities
 - a. Mrs. Pike
 - i. Upper and Lower grades will be divided for performances this year. Grades 3-5 will be in the spring to help them gain some more skills prior to the showcase. Kindergarten through second grade "Winter Musical" will be Wednesday, December 6 at 6:30pm. This is the same week as the Book Fair. The older students' Spring Showcase will be in mid-April the same week as the Book Fair.

- ii. Informances are planned for November for the older kids, and younger kids' informances will be in May (that way the different age groups each get to have something in the fall and the spring).
 - iii. Looking for funds and/or help with costumes and also with wrangling the kids during the shows.
 - b. Mrs. Clyma
 - i. The year has started off very well, it seemed like a smooth start. Mr. Johnson has been all over, meeting kids and visiting classrooms.
6. School Board representative report – Nell Kuenmuench
- a. Provided general overview of the school board's meetings in case people aren't familiar with them; mentioned meetings can also be viewed online. Typical meeting includes:
 - i. Roll call and approval, then superintendent's report.
 - ii. Recognition time (e.g., Coach Bob Brown is going to be retiring after this Cross County Season)
 - iii. Student representative and parent council reports
 - iv. Bond update where the superintendent gives an update
 - v. Presentations, if any, e.g., last night representatives from the bond architect's office presented on "green" options which will help make the new buildings as sustainable as possible within our budget constraints.
 - vi. Board comments and public comment; this is not designed to be an exchange but just a time that individuals can make a comment or criticize, or make their feelings known.
 - vii. Board discussion and committee reports.
 - viii. Action items, if any.
 - b. General board updates: Red Cedar will be moving forward first next fall, which will allow for Glencarin students and staff to move into that building while the new Glencairn is built. There was also discussion in the school board meeting last night on having a committee on mental health issues in response to two high school suicides a couple years ago. The suggested proposal will be brought to professionals for a decision.
 - c. You are all welcome to come to the meetings and email is a great way to get ahold of us. We are thrilled with the new principal and also thank you for the 5K; it was a great event.
7. Officers' reports
- a. President Joy Campbell
 - i. Met with the teachers today and gave them information on how the WSA supports the teachers, including teacher classroom grants
 - b. Vice President Jen Gorchow – not present
 - c. Treasurer Jeff Hicks
 - i. Current balance is \$18,835; t-shirts invoice just came out.
 - d. Secretary Elizabeth Ivkovich – N/A
8. WSA Communication
- a. We try to use a variety of methods to reach parents

- b. Online: www.whitehillsparents.org, Facebook, Google calendar
- c. Print: Welcome packet, monthly Wolf Pack Wire
- d. At school: Bulletin board, marquee – the marquee will not be used going forward except for certain occasions. It is too unwieldy to change regularly.

9. Fundraising preview

- a. Major planned fundraisers 2017-18 year: Whitehills 5K, PawPalooza, Carnival
 - i. Book Fair funds come in Scholastic dollars, not cash revenue.
- b. Smaller planned fundraisers 2017-18 year: Spirit Wear, Box Tops, Marco's Pizza Nights, Amazon Smile, Christian's Greenhouse, Brick Sale

10. Proposed budget

- a. Distributed for discussion and vote
- b. Projected income is based on past years, like the Amazon Smile funds.
- c. Does anyone have anything that needs to be added? No suggestions given.
- d. Motion made and seconded to approve the budget.
- e. Budget approved as presented, will be published on website.

11. Recent WSA events

- a. Third Annual Whitehills 5K, Saturday, August 26
 - i. It was a great neighborhood event and brought so many people together.
 - ii. 170 walk/run participants
 - iii. ~30 Fun Run participants
 - iv. ~35 volunteers
 - v. Thank you! Proceeds to the WSA totaled over \$2,900.
- b. Popsicle Playdate, August 30
 - i. Great turnout, lots of returning families and new families from all grades.
 - ii. WSA provided 200 popsicles.
- c. First Day of School, Tuesday, September 5
 - i. Parent feedback on outdoor logistics for next year:
 - a. The parking and drop-off process can be unnerving. Glencairn seems to have it down with a safety video – perhaps a similar one could be made here.
 - b. Communication on where to line up and where to go ahead of time was extremely helpful. It might be helpful to have the grade line-up signs bigger, like poster board size so they are easier to see in the crowds.
 - c. It would be nice to know what to expect when the bell rings, what the teachers do at the bells, which door kids come out, etc. Coming from preschool where things are done very differently it would be very helpful.
 - ii. Parent Welcome Breakfast
 - a. Great turnout!
 - b. Thank you to teachers for reminding parents to join us.
 - c. Thank you to volunteers who helped with logistics or donated food and drinks!

- d. Picture Day, Friday, September 8
 - i. Thank you to volunteers!

12. Upcoming WSA events and volunteer opportunities

- a. Planning ahead
 - i. A full-year overview is available on the WSA website and was included in the welcome packet sent home last week.
 - ii. All confirmed events are already in Google calendar linked on website.
 - iii. Larger events will have Facebook events to encourage sharing.
- b. Curriculum Night & Ice Cream Social, Thursday, September 14
 - i. Children are welcome to attend!
 - ii. Parents and other family members can go into the school with students and meet teachers and see the classrooms.
 - 1. Treats will be distributed starting at ~6:45pm if we have enough volunteers, otherwise will begin at 7:00pm.
 - 2. WSA, Spirit Wear, ELPL, Girl Scouts will have tables, possibly other groups
 - 3. Sign Up Genius is posted on website for ice cream distribution and Spirit Wear sales help.
- c. Walk to School Day, Wednesday, October 4
 - iii. All ELPS elementary schools are registered with the national organization.
 - iv. A map of meeting points and times is available on the WSA website; bus and drop-off students can also participate! ELPS and Meridian police are aware.
 - v. Last year we also had an all-school walk at the 8:40am school bell so children from B&A or those who had to bus or be dropped off could also participate.
 - a. WSA will work with Ms. Wagner and Mrs. Volovsek on this.
 - vi. Sign Up Genius is posted on website for adult leaders at each gathering point.
 - vii. Safe Routes to School update from Ms. Wagner (SRTS district coordinator):
 - a. SRTS held a big meeting over the summer and brought together the school principals, district administration, representatives from the city's Department of Public Works, and representatives from the ELPD. This was the first time all these constituents has met together on the topic of SRTS.
 - b. SRTS is in the process of hiring a community coordinator who has the flexibility to travel to the various schools at different points during the day.
 - c. Walking School Bus begins on September 20. Each Wednesday, Ms. Wagner will lead WSB beginning from Foxcroft and Applegate. They hope to add the WSB from other points in the neighborhood and/or on other days as well. May try to encourage participation by getting ELPD K9 unit or bike officer to accompany group sometime.

- d. Long term goal for SRTS is to obtain a large infrastructure grant in partnership with the City of East Lansing to be used for major projects such as sidewalks in the Whitehills neighborhood.

13. Other leadership and volunteer opportunities

- a. Book Fair (December and April) – seeking new chair or co-chairs!

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

- **Thurs. 9/14 - Curriculum Night & Ice Cream Social, 6:00-7:30pm**
- **Fri. 9/15 - Science Club, 3:35-5:30pm**
- Thurs. 9/21 - Marco's Pizza Night
- Fri. 9/29 - School directory form deadline
- **Wed. 10/4 - Walk to School Day**
- Fri. 10/6 - Popcorn Friday!
- Tues. 10/10 - WSA meeting, 6:00pm
- **Fri. 10/13 - Science Club, 3:35-5:30pm**
- Tues. 10/17 - Half Day, dismissal 12:10pm
- **Tues. 10/17 - Teacher Appreciation Lunch**
- Thurs. 10/19 - Box Tops fall deadline
- Thurs. 10/19 - Half Day, dismissal 12:10pm
- **Thurs. 10/19 - Teacher Appreciation Lunch**
- Thurs. 10/19 - Marco's Pizza Night
- Fri. 10/20 - No school

15. Adjournment

In attendance:

Joy Campbell

Shane Johnson

Katie Pike

Nell Kuhnmuensch

Jeff Hicks

Lynne Clyma

Paul Donahue

Elizabeth Ivkovich

Stefani Wagner

Beth Peck