

Whitehills School Association Meeting Minutes

May 8, 2018 • 6:00pm



1. Call to order with welcome and introductions, circulate sign-in sheet
2. Approval of agenda, approval of previous month's minutes
 - a. Agenda approved, April minutes approved
3. Final meeting for the year!
 - a. Thank yous
 - i. Joy thanked board members and others for their attendance at meetings, whether regular or occasional, and for lending their voices to WSA decisions.
 - ii. Joy thanked Elizabeth for her three years of service as the WSA's Secretary, as this is her final meeting in that position.
 - b. Next year
 - i. Continue with 6:00pm time?
 1. Consensus was to continue at 6:00pm.
 - ii. Continue with child care?
 1. Consensus was to continue child care.
4. Principal report and questions
 - a. Kindergarten Round-Up May 22
 - i. WSA to provide snacks, information packets, information table, assistance setting up teacher dinner, general assistance guiding parents as needed
 - ii. Currently 49 children expected, but this could go up or down.
 - iii. DK will now be called "Young Fives." One section will be at Donley but if there are enough children then Whitehills will likely have one also.
 - b. End of year for data collection – AMES web testing is usually done but this year they are doing a Running Records protocol because this system allows a deeper look at literacy. School hired extra help (e.g., Vicki Belloli) to come in and test the kids, which has been very helpful.
 - c. Since January there have been monthly Bucket Filler assemblies for PBIS (positive behavior interventions and supports) rewards; prize winners are drawn from an actual bucket, which is fun.
 - d. The first Building Committee meeting went well; representatives from Pinecrest, Whitehills, and GMB (architects) were present. The next combined meeting will be on May 24 and discussion will be on elements we want to keep ("sacred elements") and things we might want to change. After that, the meetings will split into schools and ours will be about Whitehills specifically.
 - e. Teachers are very appreciative about the PawPalooza money but there are a lot of questions about how they are allowed to spend it? Can they spend it next year?
 - i. The WSA will email the teachers to clarify that they can use the funds however they and their grade-level partners deem best, ideally this academic year but with flexibility if this isn't possible.
 - ii. Principal Johnson requested a fund in the next budget so he can use it at his discretion (e.g., to get the teachers lunch). He will send the WSA an amount to request for the 2018-19 budget.

- f. End of year field trips are coming up, upper elementary will go to the EL Aquatic Center, and lower elementary will have a picnic at Patriarche Park.
5. Teachers' report(s) and activities
- a. The teachers are very appreciative of all of the Teacher Appreciation Week things going on.
 - b. The fifth grade teachers do want class t-shirts again this year
 - c. The fifth grade breakfast will be spearheaded by Vicki Belloli (and the t-shirts as well) this year.
 - d. It is good to hear about the PawPalooza fund parameters so the teachers can move forward with purchases.
 - e. Safety Day picnic for all the student safety patrols is coming up at Hawk Island Park. Police and firefighters come and they land a helicopter. Kids get a certificate thanking them for their work.
 - f. Field trips are coming up fast and logistics are coming into play for all of those.
 - g. Teacher appreciation week is this week!
 - i. Monday – banner and quotes went up, flowers in the teachers' lounge, roses delivered to teachers in classrooms
 - ii. Tuesday - school social committee is doing an ice cream social for teachers
 - iii. Wednesday - ELPS is doing a breakfast for the teachers
 - iv. Thursday - lunch for the teachers from El Azteco
 - v. Friday – giant cookies delivered, kids encouraged to write notes or draw pictures for their teachers and bring them in
 - h. Idea for TAW next year: different grades "adopt" different days and come up with creative ideas to celebrate teachers, like second grade parents provide coffee and bagels on Tuesday, and kindergarten parents organize chair massages on Friday.
 - i. Sara Cunningham and Lynsey Clayton have expressed interest in taking a leadership role on this idea for next year.
6. School Board report and questions
- a. A WSA representative will speak at the May 21 ELPS School Board meeting. Items to include in our report?
 - i. Principal Johnson will be giving a report with demographics and "points of pride." The WSA will be mentioned as a part of that so maybe it can be combined with his talk.
7. Officers' reports
- a. President Joy Campbell
 - i. New Little Free Library bookcase has been installed.
 - 1. Gretchen Betten donated custom-made vinyl decals.
 - 2. What to do with old one?
 - a. Mr. Grady might want to use it for a "Maker's Studio."
 - b. If Mr. Grady does not want it then we will break it apart and toss it.
 - ii. Marco's Design-Your-Own-Box Nights
 - 1. Mrs. Ruttman is doing this in class for all grades. WSA receives 15% of profits for three nights next week (May 15-17)!
 - iii. Spirit Wear for next year

1. Current fourth grader design contest is in progress. Thanks to Kirsten Borgstrom for coordinating! The winning design will appear on next year's short sleeve shirts.
 2. Thoughts on doing on-demand Spirit Wear for some online options? Maybe use this for long-sleeved and jacket options?
 - a. There was a positive response to this, for both Whitehills gear and general East Lansing Trojans gear that would "age" better with kids.
 - b. Joy will email Kirsten to ask her to follow up with Johnny Mac's and Mike Davis to get some quotes for items people could order on demand, online.
 - iv. Walking School Bus
 1. Incentive program is definitely increasing participation. They had 23 kids, 4 adults, and the 2 leaders last week!
 2. They would still love to start another WSB from the west side of the neighborhood. Can anyone think of someone who lives on/around Hitching Post who might be interested?
 - a. This might be something that will happen next year.
 3. Next year we will post a Sign Up Genius for adult leaders to share the duty and take some pressure off Stefani and Todd.
 - v. Mental Health Advisory Committee update
 1. Last month, Zaje Harrell agreed to speak to the MHAC (of which she is a member) about questions raised regarding interventionist and counselor support, especially in light of upcoming transitions to new buildings. She reports, "The MHAC is discussing points where these transitions could result in stress for staff and students. After reviewing the transition plan in more detail, the committee will make recommendations to leadership regarding resources for stress management."
 - b. Vice President Jen Gorchow
 - i. No report
 - c. Treasurer Jeff Hicks
 - i. Current balance of accounts, outstanding/upcoming bills
 1. \$15,679.75 after Scholastic check for book fair clears.
 - d. Secretary Elizabeth Ivkovich
 - i. No report
8. Officers for 2018-19
- a. Nominations for board positions.
 - a. Handout of brief bios of board members running for election/reelection
 - b. Proposed slate follows; we need someone to motion to approve the slate as listed or nominate new candidates for one-year terms:
 - i. Joy Campbell, President
 - ii. Jen Gorchow, Vice President
 - iii. Jeff Hicks, Treasurer
 - iv. Lorely Polanco, Secretary
 - c. Vote on nominations
 - a. Slate was approved and voted in with no opposition.
9. Recent WSA events

- a. Paws for Books BOGO Book Fair – April 16-20
 - ii. Final numbers: \$5,143 in sales (highest grossing spring sale ever!), with approximately \$510 in Scholastic Dollars coming back to us.
 - iii. Thank you to co-chairs Erica Dziedzic and Zaje Harrell, as well as all of our volunteers!
 - iv. \$134 in loose change was collected through the “All for Books” program, which allowed us to purchase 42 books for students in the Reading Intervention program. These books will help Wolves who are working hard with Ms. Burg to strengthen their reading skills.
 - v. The WSA also provided over \$200 in books (with a value of some \$400, thanks to the BOGO fair!) to some of our students in need. They received bags of books selected directly from their book fair wish lists.
- b. Upper Elementary Spring Music Showcase, April 18 – fantastic turnout!
 - i. Keep snacks and other supplies for budget next year
 - ii. Thanks for Mrs. Pike and Ms. Doherty for all their work!
- a. Spring Grounds Clean-up – April 21
 - i. A handful of people showed up to help – thank you!
- b. Christian’s Greenhouse fundraiser
 - i. Thanks to Amy Zaagman for coordinating.
 - ii. Forms were due last week, and gift certificates will be mailed this week.
 - iii. The WSA received \$377 as our cut of the \$1,885 total raised through greenhouse gift certificates.

10. Upcoming WSA events and volunteer opportunities

- a. Mileage Club (ongoing through May 25)
 - i. Great volunteer turnout every day! Thanks to coordinators Marianne Flynn and Mary Lytle.
 - ii. Sign Up Genius is posted.
- b. Carnival (May 18)
 - i. Two wristband presale times will occur, after school on May 11 and 16.
 - ii. New this year: Photo booth, cotton candy, tunnel of terror
 - iii. Not happening this year: Kona Ice, Elephant Ears
 - iv. Sign Up Genius is posted.
- c. 4th and 5th Grade Track & Field Days (May 30 and 31)
 - i. Sign Up Genius is posted.
- d. Field Day (June 15)
 - i. Sign Up Genius is posted.
- e. Volunteer Appreciation Breakfast (June 15)
 - i. Sign Up Genius is NOT posted – just come and enjoy! This one’s on us!
- f. Playground Playdates
 - i. Several throughout summer, watch Facebook, WSA website
- g. Popsicle Playdate
 - i. Date set by district, watch for details
- h. Whitehills 5K (August 25)
 - i. Sign up to participate or volunteer at www.whitehills5K.com, or follow links from WSA website.
 - ii. Amy will ask Jeff Lampe to be the emcee again.
 - iii. Steve Whelan has agreed to be a liaison with ELPD again.
 - iv. We’re hoping that the new school start date will increase participation.

11. Any other business?

- a. A suggestion was made to hand out information about the WSA (upcoming events, etc.) at fall conferences, since teachers can get information directly into the hands of parents, which isn't always guaranteed with flyers sent home in backpacks.

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

- Wed. 5/9 - Walking School Bus
- Fri. 5/11 - Fitness Friday, 8:15-8:35am
- Fri. 5/11 - Popcorn Friday
- Fri. 5/11 - Music Class Informances
 - Hunt 12:30-1:15pm
- Fri. 5/11 - Carnival wristband presale, 3:30-4:00pm
- Tues.-Thurs. 5/15-17 - Extended Marco's Pizza Nights, Design-Your-Own Box!
- Wed. 5/16 - Walking School Bus
- Wed. 5/16 - Carnival wristband presale, 3:30-4:00pm
- Fri. 5/18 - Fitness Friday, 8:15-8:35am
- **Fri. 5/18 - Science Club, 3:30-5:30pm**
- Fri. 5/18 - Music Class Informances
 - Olsen 12:30-1:15pm
 - Anderson 1:25-2:10pm
 - Hearit 2:40-3:25pm
- **Fri. 5/18 - Whitehills Carnival, 6:00-8:30pm**
- Tues. 5/22 - Kindergarten Round-Up
 - Last names A-L, 4:30pm
 - Last names M-Z, 5:30pm
- Wed. 5/23 - Walking School Bus
- Fri. 5/25 - Fitness Friday, 8:15-8:35am
- Mon. 5/28 - NO SCHOOL - Memorial Day
- Wed. 5/30 - Walking School Bus
- **Wed. 5/30 - Fifth Grade Track & Field Day**
- **Thurs. 5/31 - Fourth Grade Track & Field Day**
- Fri. 6/1 - Popcorn Friday
- Fri. 6/15 - HALF DAY - Last day of school!
- Fri. 6/15 - Volunteer Appreciation Breakfast, 8:30-9:30am
- **Fri. 6/15 - Field Day, 10:15am-12:00pm**

13. Adjournment

In attendance:

Joy Campbell
Trisha Donahue
Paul Donahue
Jen Gorchow

Jeff Hicks
Elizabeth Ivkovich
Shane Johnson
David Montgomery

Lorely Polanco-Alimonos
Amy Sayers