

**Whitehills School Association Meeting Minutes**  
September 12, 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; August minutes approved.
3. Principal report and opportunity for questions
  - a. 318 students enrolled in the 2018-2019 academic year (just a few short of last year's number).
  - b. Great first day assembly; introduced everyone in the building to all students.
  - c. WSA-funded staff t-shirts have been very popular (thank you notes from some staff passed around). Very helpful for lunch and recess monitors, a few of whom are new. There are now 5 (or more) lunch monitors, which has freed up Mr. Johnson during the lunch/recess hours.
  - d. Monthly assemblies will be held monthly focusing on Bucket Fillers with rewards for overall school in the first semester (e.g., extra recess, hat day) and individual awards (a few names drawn each month) for second semester.
  - e. No new updates on new building. Mr. Johnson is already collaborating with and building a relationship with Donley's principal, Tracey Barton, to ease the transition of having two school populations in close proximity.
  - f. Parking situation is improving as parents are getting better at following instructions and directions from Mr. Johnson. He counted 137 cars at pick-up time on one recent day.
4. Teachers' report(s) and opportunity for questions
  - a. Mrs. Clyma's report.
    - i. Staff t-shirts provided by WSA were much appreciated by all teachers.
    - ii. Lunchtime has been going very smoothly.
    - iii. Playground is going well. "Spiderweb" has been very popular and is being used safely by all students, as it is now open to all grades.
    - iv. No questions from parents to Mrs. Clyma/teachers.
5. Officers' reports and announcements
  - a. President Joy Campbell
    - i. Thank you for your flexibility in working around the Rosh Hashanah holiday.
  - b. Vice President Jen Gorchow
    - i. Unable to be here due to middle school Curriculum Night
  - c. Treasurer Jeff Hicks
    - i. Unable to be here due to middle school Curriculum Night
    - ii. Current balance of accounts, outstanding/upcoming bills
      1. Balance as of yesterday is \$20,803.
  - d. Secretary Lorely Polanco
    - i. No report.

6. Updates on bond, construction, and transition to Donley building
  - a. This will be a regular agenda item for WSA meetings during the coming two years.
  - b. Question raised by a parent: Could the blue Whitehills lockers be salvaged and sold as a fundraiser? People might want lockers for a mudroom, basement, etc.
    - i. Question has been sent to building committee.
  - c. Any other questions to bring to building committee?
    - i. Parent question: Will clay masks on walls be moved to new school?
      1. Committee has not decided yet what will/can be kept and what won't or can't be. Will know more toward the end of the year. School is already working on getting rid of unused items, etc. The school will be demolished very quickly after the academic year ends, so there won't be a lot of time to salvage items.
    - ii. Parent question: Will the new Donley be a one-story building?
      1. Mr. Johnson: Yes, it will. Whitehills will be two stories.
  
7. School District Board Member report (Terah Chambers, attending informally but able to provide school board news)
  - a. New process in place for teacher bargaining; moving to a more collaborative approach vs. adversarial. A 3-year contract has been agreed upon and all dates for next three years have been set.
  - b. All building sites are in good shape. Each building has its own funds and contingencies allocated to it, so even if one build goes over budget, no funds would be taken from another school's budget.
  - c. Programming at Red Cedar: once the swing school use is no longer needed, the Board hasn't decided what the programming will be for that school. This will be a topic of discussion for the board in coming months.
  - d. Shifting boundaries: not sure how or if it will affect Whitehills. All new school buildings will accommodate approximately the same number of students (~280-290), and while Whitehills is close to this number, Pinecrest and Marble are currently way over that average. Their overage could potentially be move to Red Cedar.
    - i. Question from Mrs. Clyma: How does school of choice fit into that plan given the student number limitations?
      - a. Walnut Hills development, MSU FRIB, and new McLaren hospital building could all play into enrollment numbers for in-district students.
      - b. District has the flexibility to reduce school of choice numbers if needed. This year there fewer SOC students than in the last 4 years. Unanimous vote on number of SOC students accepted in the district.
    - ii. Four Board of Education seats are open; information on the seven candidates is on the ELPS District website. The nonpartisan League of Women Voters is holding a candidate forum on September 26 at the Hannah Community Center, 7:00-9:00pm.

## 8. Purpose of the WSA

- a. As this is the first meeting since the school year began, we would like to directly address the purpose of the WSA. More details and our bylaws are available on our website.
  - i. **Fundraising** to support students and teachers by holding social and educational events, supporting field trips, bringing in special visitors, providing for students in need, giving classroom grants, etc.
  - ii. **Communication** through [www.whitehillsparents.org](http://www.whitehillsparents.org), Google calendar, Facebook, Twitter, eblasts, WSA welcome packet, monthly Wolf Pack Wire (which features student writing in addition to announcements), occasional flyers, bulletin board
  - iii. **Event Planning** to offer educational events like the STEM Festival and Embrace the World international night, coordinate ongoing activities like Science Club, and encourage socializing through fun events such as Playground Playdates, the Ice Cream Social, and Carnival.
  - iv. **Volunteer Coordination** to support the school by providing volunteers for events like Picture Day, the first day of school, and Field Day, in addition to managing volunteers for the various initiatives and activities supported by WSA, such as book fairs, Carnival, and the 5K.
  - v. **Community Building & School Spirit** through coordination and sales of Spirit Wear shirts, publication of the annual school directory, and creating a welcoming environment through seasonal front display decorations.
  - vi. **Advocacy** though providing a venue for regular updates from the principal and teacher representatives on district and school happenings, as well as coordination of parent/constituent responses in areas of interest and concern.

## 9. Fundraising preview and anticipated income

- a. Major planned fundraisers 2018-19 year: Whitehills 5K, BooPalooza, Carnival
  - i. Smaller planned fundraisers 2018-19 year: Spirit Wear, Box Tops, Marco's Pizza Nights, Amazon Smile, Christian's Greenhouse, Brick Sale (though bricks will not be laid until new school is finished)
  - ii. One-time opportunity for a Whole Foods 5% Day could net up to \$2,500.
    1. The selected day is October 18, which is a half-day at the school. Five percent of all their net sales that day will be donated back to WSA. WSA will promote this heavily once we have received branding guidelines from Whole Foods.
  - iii. A separate donation-driven initiative called Jan's Closet will launch in October.
    1. The adults-only kickoff event will be held at Red Cedar Spirits from 6:00-8:00pm with voluntary donations requested.
    2. Jan's Closet proposal hopes the WSA will match donated funds up to \$1,000.

## 10. Proposed budget

- a. Distribute for discussion and vote

- a. Question: Will WSA cover transportation for field trips?
  - i. The District has established that if a field trip is for educational purposes they will cover that cost; therefore, the WSA has not included field trip transportation in the current budget, though it will continue its habit of providing funds for students in need when a field trip donation for transportation or entry fees is requested.
- b. Questions: What about unexpected expenses?
  - i. The budget has a Miscellaneous line item plus other line items in the Teacher Support category. There is also a healthy cushion, and other requests can be brought to the board for discussion.
- b. Motion to approve the budget as presented, motion seconded, budget approved unanimously.
  - a. Will be posted on WSA website.

#### 11. Recent WSA event recap

- a. Popsicle Playdate — August 22
  - i. Great turnout, lots of new and returning families.
  - ii. WSA provided 300 popsicles.
- b. Fourth Annual Whitehills 5K — August 25
  - i. 187 registered participants (highest ever), ~25 kids did the fun run
  - ii. Ages for the 5K ranged from 5 to 75
  - iii. ~40 volunteers plus one ELPD officer and one PACE official
  - iv. \$3,600 in business sponsorships and over \$300 in individual donations from people who added extra when they registered.
  - v. After costs of putting on the race (insurance, photography, non-donated food, timing equipment, etc.), total profit coming back to the school is over \$4,200 (highest ever!).
- c. First Day of School — August 28
  - i. Feedback for next year on outdoor logistics or welcome breakfast?
    - a. Outdoor volunteers got a lot of questions about end times on half days, how buses run on half days, etc. We will provide a half-sheet FAQ document to volunteers next year so they have this information on hand.
  - ii. Great turnout at Welcome Breakfast
    - a. Thank you to teachers for reminding families to join us.
    - b. Thank you to volunteers who helped with logistics or donated food and drinks!
- d. Welcome Back Night & Ice Cream Social — September 6
  - i. Thank you to volunteers!
  - ii. Spirit Wear will be available for sale again Tuesday and Wednesday next week after school.
    - a. Online option is still being explored for more styles.
  - iii. Feedback for next year?
    - a. Luigi's Italian Ice continues to be the most popular item.
- e. Picture Day — September 7
  - 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 the first week.
  - ii. All confirmed events are already in Google calendar linked on website.
  - iii. Larger events will have Facebook events to encourage sharing.
  - iv. Volunteer sign-ups viewable in tabbed format in Sign Up Genius so you can see all current opportunities from one link.
- e. Science Club — Wednesday, September 26 and Friday, September 28
  - i. Will meet twice a month this year, differentiated by grade (K-1<sup>st</sup> in one session, 2<sup>nd</sup>-5<sup>th</sup> in other session). Sessions will be 3:45-5:00pm this year.
  - ii. Chair Kyle Enger is seeking a co-chair for the grade 2-5 group.
  - iii. Sign-up is posted for session leaders and assistants.
- b. Walk to School Day — Wednesday, October 10
  - i. All ELPS elementary schools are registered with the national organization.
  - ii. A map of meeting points and times is on the WSA website; bus and drop-off students can also participate! ELPS and Meridian police are aware.
  - iii. 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. Mrs. V is working on organizing this again.
  - iv. Sign Up Genius is posted for adult leaders at each gathering point.
- c. Whole Foods Market 5% Day — Thursday, October 18
  - i. October is their designated month to work with schools, so the date is fixed.
- d. BooPalooza (formerly PawPalooza) — Friday, October 26
  - i. Updates from Elizabeth Ivkovich
    1. An information letter will be sent home soon.
    2. Halloween-themed, 6:00-8:00pm. Both adults and students are encouraged to dress up. School rules for costumes must be followed, e.g., no scary costumes, no masks.
    3. Instead of doing garden rocks this year we will be doing pottery. Looking to get pottery donated or provided at a very low cost. The idea is to take 10-15 minutes per class to place thumbprints, which the parent in charge will finish up. This should be more efficient than the rocks in terms of time taken from the classes.
    4. In order to address the fact that some parents won't be able to afford bidding on baskets, every student that pays to come into the dance gets a ticket and a handful of items will be given away in a drawing. This will give each student regardless of income the opportunity to potentially "win" something child-related. We will also have a variety of baskets in terms of cost (for instance, have a mix of some lower price point baskets along with higher-ticket items).
    5. Jan's Closet will be part of BooPalooza as well. Items will be bid on and then given to families in need.

6. Online auction this year with items put them online as soon as received. Classroom baskets will be on the silent auction on-site that day plus the "Pawtery" (proposed name for the pottery). Pickup for online items will be a week later at designated times after school.
7. Each grade gets a table supervised by a volunteer.
8. Questions/Concerns: Mr. Johnson has gotten feedback that we need chaperones for the dance.
9. Recommendation from Mrs. Clyma: contact the NHS students for potentially helping on this night.

13. Any other business?

- a. None

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

- Fri. 9/14 - Popcorn Friday
- Tues. 9/18 – Spirit Wear Sales, 3:30-4:30pm
- Wed. 9/19 – Spirit Wear Sales, 3:30-4:30pm
- **Wed. 9/19 - Walking School Bus**
- Thurs. 9/20 - Marco's Pizza Night
- Fri. 9/21 - School Directory Form deadline
- **Wed. 9/26 - Walking School Bus**
- Wed. 9/26 - LATE START, school begins at 10:45am
- **Wed. 9/26 - Science Club** - Grades 2-5, 3:40-5:00pm
- **Fri. 9/28 - Science Club** - Grades K-1, 3:40-5:00pm
- Fri. 10/5 - Popcorn Friday
- Tues. 10/9 - WSA meeting, 6:00pm
- **Wed. 10/10 - Walk to School Day**
- Fri. 10/12 – Box Tops fall deadline

15. Adjournment

**In attendance:**

Joy Campbell  
Terah Chambers  
Lynne Clyma  
Trisha Donahue

Elizabeth Ivkovich  
Shane Johnson  
Malique Jones  
Lorely Polanco-Alimonos