

**Whitehills School Association Meeting Minutes**  
April 9, 2019 • 6:00pm



1. Call to order with welcome and introductions, circulate sign-in sheet
2. Approval of agenda, approval of previous month's minutes
3. Principal report and opportunity for questions
  - a. Mr. Johnson not present at meeting; some items were discussed, others tabled until he can provide input.
  - b. Should the WSA plan to assist with Kindergarten Round-Up as in the past (snacks, short welcome)?
    - i. Members discussed WSA's potential role at Kindergarten Round-Up. We will proceed as budgeted with welcome table and snacks; WSA officers will be available to give a very brief welcome if needed.
  - c. OK with plan to have time capsule items on display at Carnival? And materials for alumni and current students to write memory pages for future new building time capsule?
    - i. Members discussed options. Agreed to display any available time capsule items, likely in the library during carnival. We'll also try to have pages available for alumni to sign.
  - d. Plans for Teacher Appreciation Week
    - i. Joy Campbell noted Sara Cunningham stated she would be willing to organize Teacher Appreciation Week contributions.
    - ii. Members discussed options for providing food, messages from students, etc.
    - iii. Joy will discuss plans with Sara; WSA will provide funds as needed.
    - iv. Per request from Mrs. Sanders and the building social committee, WSA will fund an ice cream bar for the teachers.
4. Teachers' report(s) and opportunity for questions
  - a. Donley is planning some activities (e.g., book bingo, field-day type activities, movie) to help supervise students during the last week of school so teachers can spend time packing. A teacher contacted the WSA to see if we might be able to do something similar.
    - i. Members discussed options and the feasibility of providing anything the last week of school.
    - ii. Determined that WSA cannot provide a complete activity due to volunteer resource demands of upcoming book fair and carnival.
    - iii. Encourage teachers to reach out to parents in their classroom. WSA could provide funds for a particular activity if requested.
5. District Parent Council report and opportunity for questions
  - a. Whitehills will need a new DPC representative next year as Angela Michael moves to the middle school.

- b. See DPC minutes from March for updates from Angela. In brief:
    - i. Snow day waivers approved.
    - ii. Professional development for late start days at elementary level focused on small math groups.
    - iii. There is no mandated diversity training for staff. At high school, the Black Student Association and Gender Equity Union have done optional presentations for teachers.
    - iv. Ongoing talks with city on possibility of snow day B&A in central location.
    - v. ELPS looking into Community Eligibility Provision to provide food for all district students (currently only Donley would qualify).
  - c. The next DPC meeting is April 19. Any questions to pass on to Angela?
    - i. No questions for Angela/DPC.
6. Officers' reports, announcements, and opportunity for questions
- a. President Joy Campbell
    - i. A new slate of officers will be elected in the May WSA meeting. Secretary position still needs to be filled.
  - b. Vice President Jen Gorchow
    - i. No new items to report.
  - c. Treasurer Jeff Hicks
    - i. WSA fund balance: \$22,489
    - ii. Jan's Closet balance: \$4,627; Joy reported Jan's Closet recently purchased bicycles and helmets for two Whitehills students.
  - d. Secretary Lorely Polanco
    - i. Absent due to last-minute emergency
7. Updates on bond, construction, and transition to Donley building
- a. Via Dori/DPC: planning for all new buildings is nearly finished.
  - b. Any new questions?
    - i. Will a Whitehills neighborhood bus assist in transferring students to the Donley site to cut down on traffic?
8. Recent WSA event recap
- a. Teacher Appreciation Lunches – Tuesday, March 12 and Thursday, March 14
    - i. Lots of great food – thanks to those who brought food or helped with set up and cleanup
  - b. Science Fair — Thursday, March 21
    - i. Went very well! Over 3 dozen students presented over 30 projects.
    - ii. Thanks to Kyle Enger for organizing again this year.
  - c. Science Club — Wednesday, March 27 (all grades were combined)
    - i. About 20 students attended this Science Fair debrief and celebration; participants got to recap their projects for others who didn't make it to Science Fair.

9. Upcoming WSA events and volunteer opportunities
  - a. Science Club — Wednesday, April 24 and Friday, April 26
    - i. Topic is paleontology to tie in with Dino-Mite Book Fair
    - ii. Attendees will be asked to donate a small amount (suggested: \$5) if they are able, which will go toward Jan's Closet for books.
    - iii. Sign Up Genius is posted – seeking adult volunteers
  - b. Mileage Club — April 8 through May 24
    - i. Sign Up Genius is posted; doing better; getting more volunteers
  - c. "Dino-Mite" Scholastic Book Fair — Monday-Friday, April 29-May 3
    - i. Chair Erica Dziedzic has letters ready to go home to families this week:
      1. All for Books money this spring will be designated to Jan's Closet to purchase books for summer reading.
      2. April Science Club will tie in to the book fair, with a paleontology theme and suggested one-time donation for All for Books.
    - ii. Sign Up Genius is posted – fewer hours and shorter slots in response to parent feedback
  - d. Spring Music Showcases – Thursday, May 2
    - i. Fourth grade show at 6:30pm, fifth grade show at 7:30pm. Each show will be 15-20 minutes. WSA will provide refreshments.
    - ii. Sign Up Genius is included in Book Fair sign-up
  - e. Teacher Appreciation Week – Monday-Friday, May 5-9
    - i. District is doing something Tuesday.
    - ii. Sara Cunningham will coordinate (see above).
  - f. Fourth and Fifth Grade Track Meet – May 22 and 23
    - i. Marie will let us know if she wants WSA to coordinate volunteers as we have in the past.
  - g. Carnival – May 31
    - i. Friday, May 31, 6:00-8:00pm.
    - ii. Sign Up Genius links are posted for donations and volunteering
    - iii. Encouraging alumni to return to Whitehills one last time to enjoy Carnival.
    - iv. To encourage as much participation as possible, Carnival Chair Lynsey Clayton suggests lowering wristband prices (was \$25 or \$20 presale price in past) to a \$15 flat rate, which would include one of each concession and raffle tickets. No discount for pre-sales, but early birds would get an extra raffle ticket.
      1. Members agreed to proceed with the \$15 flat rate for carnival.
        - a. Part of the Pack students (and any others in need) will still receive free wristbands.
      2. Jen will contact the Lottery to get the needed prize raffle license.
        - a. Teachers will not be asked to do "teacher experiences" as raffle prizes this year due to the impending move.
      3. Lynsey will reach out to groups such as Kiwanis, Rotary, Prime Time Seniors to secure additional carnival volunteers. With carnival occurring on graduation night, there will be fewer high school students available to help.

h. Field Day – June 7

i. Marie will let us know if this is happening and if she wants WSA to coordinate volunteers as we have in the past.

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

- **Mon. 4/8 - Mileage Club begins**
- Tues. 4/9 - WSA meeting, 6:00pm
- Fri. 4/12 - Popcorn Friday
- Thurs. 4/18 - Marco's Pizza Night
- **Wed. 4/24 - Science Club - Grades 2-5**
  - Topic: Paleontology
- **Fri. 4/26 - Science Club - Grades K-1**
  - Topic: Paleontology
- **Fri. 4/26 - Book Fair set-up**
- **Mon. 4/29-Fri. 5/3 - Dino-Mite BOGO Book Fair!**
- **Thurs. 5/2 - Spring Music Showcases**
  - Fourth Grade, 6:30pm
  - Fifth Grade, 7:30pm
- Fri. 5/3 - Box Tops Spring Deadline
- Fri. 5/3 - Music Class Informances
  - Mrs. Sanders, 12:45-1:15pm
  - Mrs. Brenner, 1:30-2:00pm
- **Mon. 5/6-Fri. 5/10 – Teacher Appreciation Week**
- Fri. 5/10 - Music Class Informances
  - Mrs. Hearit, 1:30-2:00pm
  - Mrs. Strouse, 2:45-3:15pm

11. Meeting adjourned at 7:00pm.

**In attendance:**

Joy Campbell  
Paul Donahue  
Trisha Donahue  
Jen Gorchow  
Jeff Hicks