

**Whitehills School Association Meeting Minutes**  
May 14, 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
  - a. Agenda and previous month's minutes approved
3. Final meeting for the year!
  - a. Thank yous
4. Principal report and opportunity for questions
  - a. What are the plans for the fifth grade farewell tunnel?
    - i. Shane proposes to do it on the last day of school and around the 11:30am timeframe.
  - b. Updates on Spirit Wear shirts for next year
    - i. Fourth grade design contest entries are due Friday. Older versions of student-designed shirts will be preserved to possibly showcase in hallways, etc.
    - ii. Kirsten Borgstrom was going to get with vendor to design school t-shirts. Next year all students will receive a school shirt from the WSA, and then can purchase a separate student-designed Spirit Wear shirt if desired.
  - c. Should the WSA plan to assist with Kindergarten Round-Up as in the past (snacks, short welcome)?
    - i. WSA to present and talk to the parents as was done last year. Jen and Joy are working on the packet that will be handed out.
  - d. OK with plan to have time capsule items (where are they?) on display at Carnival? And materials for alumni and current students to write memory pages for future new building time capsule?
    - i. Time capsule materials will be displayed in the library. The photo booth will be in the library as well (included in wristband price this year). Brick-purchase forms will be available in case alumni want to buy any.
    - ii. We are still behind in numbers for the carnival volunteers so we will continue to spread the word.
  - e. Is there anything the WSA can/should do as part of the groundbreaking event?
    - i. WSA is not needed for any additional help or resources
5. Teachers' report(s) and opportunity for questions
  - a. Mr. Montgomery's report:
    - i. WSA will provide fifth grade t-shirts again this year. Erin Crowe is coordinating shirts and Angie Smith is coordinating the fifth-grade breakfast, which will take place June 3. Shirts may be better signed as a last day activity so the signatures don't get ruined in watery Field Day activities.
    - ii. Safety picnic will be May 21.
  - b. Safe Routes to School update by Stefani Wagner

- i. SRTS has turned in a third mini-grant and will be applying for a fourth one. Working on meeting point for Walking School Bus for next year and keeping the same distance as it was to walk to this building.
  - ii. Trish and Stefani can only do one day a week so far – unless there’s more interest and more volunteers among parents. Late-start days have not been well attended.
  - iii. Spartan Dance has agreed to let their parking lot be a remote drop off and pick up place for students.
  - iv. Once the meeting with Tracy and Shane they will provide maps, lines, etc.
  - v. Next SRTS meeting will take place during the Fall. There’s now a yearly Safety Assembly.
  - vi. The National Walk to School Day will still take place in October.
  
- 6. District Parent Council report and opportunity for questions
  - a. Sara Cunningham has agreed to serve as the new DPC representative next year as Angela Michael moves to the middle school.
  - b. The next DPC meeting is May 17. No questions were brought up to pass on to Angela.
  
- 7. Officers’ reports, announcements, and opportunity for questions
  - a. President Joy Campbell
    - i. We need help packing up the WSA room for the move to Donley. Monday will be packing day and on Tuesday everything is supposed to be out. Joy will advertise for more volunteers; Joy, Jen, and Bob will be there on June 3.
    - ii. When should we hold the Volunteer Appreciation Breakfast? Not this year given the logistics but an appreciation message will be sent out by Joy.
    - iii. Brick sale planned for now through June 5. Bricks will be kept until they can be placed at the new building. Shane will find out from Tavo where the old bricks will be stored so we can store the new ones there as well
  - b. Vice President Jen Gorchow
    - i. She presented concerns regarding lack of buses at the School Board meeting and in a Safe Route to School meeting. The issue is on the Board agenda for the next meeting on May 20.
  - c. Treasurer Jeff Hicks
    - i. Current balance of accounts, outstanding/upcoming bills
    - ii. \$24,100.45 in Operating account
    - iii. \$4,576.22 in Jan’s Closet
  - d. Secretary Lorely Polanco
    - i. No updates
  
- 8. Updates construction and transition to Donley building
  - a. Discussion and questions about bus from Whitehills neighborhood
    - i. Hoping for increased Walking School Bus use.
    - ii. Shane and Tracy (Donley principal) in regular communication.

## 9. Officers for 2019-20

- a. Nominations for board positions. See handout of short bios on each candidate.
- b. Proposed slate follows; we need someone to nominate the individuals listed or nominate new candidates for one-year terms:
  - i. Jen Gorchow, President
  - ii. Paul Donahue, Vice President
  - iii. Jeff Hicks, Treasurer
  - iv. Megan Chumbley, Secretary
- c. Vote on nominations
  - a. Does anyone want to nominate someone else for these positions?  
No.
  - b. Attendees voted to move on with the full slate as presented.

## 10. Recent WSA event recap

- a. Science Club — Wednesday, April 24 and Friday, April 26
  - i. Topic was paleontology to tie in with Dino-Mite Book Fair; about 8 older kids and 20 in the younger group participated.
  - ii. John Bails will do "rockets" topic for May
- b. "Dino-Mite" Scholastic Book Fair — Monday-Friday, April 29-May 3
  - i. Very successful – highest-grossing Book Fair to date based on preliminary calculations (though profit is very low on BOGO fairs).
  - ii. Many thanks to Erica Dziedzic for chairing again!
  - iii. Through donations to the All for Books program, over \$850 worth of books (paying \$432 with BOGO discounts) were provided to Whitehills children served by Jan's Closet, not including dozens more books purchased by individuals and then donated. The WSA also purchased books from the wish lists of over a dozen other students in need through the Part of the Pack program. In all, 303 free books were distributed to Whitehills students.
  - iv. Shortened open hours and shorter volunteer shifts were easier to fill.
  - v. Any feedback from teachers' perspective? No teachers present at this time in the meeting, but any feedback can be directed to Erica.
- c. Spring Music Showcases – Thursday, May 2
  - i. WSA provided refreshments and flowers for Mrs. Pike.
- d. Teacher Appreciation Week - Monday-Friday, May 5-9
  - i. Thanks to Sara Cunningham for coordinating!
  - ii. Special treats included breakfast and encouraging signs on Monday; plants, snacks, and Target gift cards on Tuesday; notes from students and an Appreciation Station on Wednesday; lunch from El Azteco on Thursday; ice cream sundae bar on Friday.

## 11. Upcoming WSA events and volunteer opportunities

- a. Mileage Club — April 8 through May 24
  - i. Sign Up Genius is posted

- b. Fourth and Fifth Grade Track Meet – May 22 and 23
  - i. Marie asked us to share a district-wide sign-up to coordinate volunteers.
- c. Science Club — Wednesday, May 22 and Friday, May 24
  - i. Topic is rockets.
  - ii. Sign Up Genius is posted – seeking adult volunteers
- d. Carnival – May 31
  - i. Friday, May 31, 6:00-8:00pm
    - 1. No Kona this year, no cotton candy
    - 2. Will do Photo Booth (included, not extra), bounce houses, elephant ears, and snow cone machines
  - ii. Sign Up Genius links are posted for donations and volunteering
    - 1. Ideas for more volunteers: Kiwanis, Rotary, Prime Time Seniors, Whitehills alumni, NHS students, Girl Scouts
  - iii. Encouraging alumni to return to Whitehills one last time to enjoy Carnival.
    - 1. Time capsule materials from the 1992 capsule will be on display, and current and former students will be able to write about Whitehills memories on cards that will be included in a time capsule in the new building.
  - iv. Wristband price will be 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.
- e. Field Day – June 3
  - i. Moved to Monday of last week of school
  - ii. Sign Up Genius is posted
- f. Volunteer Appreciation Breakfast – will not be held this year due to logistics with the move
- g. Playground Playdates – Dates TBD??
  - i. Will there be any at Donley playground? Or Hawk Nest playground?
  - ii. No update on dates yet
- h. Popsicle Playdate – Date TBD
  - i. Date set by district, watch for details
  - ii. Shane hopes there will be a chance to tour the Donley building that night so kids can get a look.
- i. Whitehills 5K – August 24
  - i. Sign up to participate or volunteer at [www.whitehills5K.com](http://www.whitehills5K.com), or follow links from WSA website.
  - ii. Route will change this year; participants will park at businesses on Woodland Pass and race will likely begin on Woodland Pass.

12. Any other business?

- a. None

### 13. Upcoming events (**bold = need volunteers!**)

- **Ongoing through 5/24 - Mileage Club**
- Tues. 5/14 - WSA meeting, 6:00pm
  - Electing 2019-20 officers!
- Tues. 5/14-Thurs. 5/16 - Extended Marco's Pizza Nights
  - Design-Your-Own-Box!
- Fri. 5/17 - Music Class Informances
  - Mrs. Olsen, 12:45-1:15pm
  - Mrs. Clyma, 1:30-2:00pm
  - Ms. Wagner, 2:45-3:15pm
- Tues. 5/21 - Whitehills Kindergarten Round-Up
  - Last names A-L, 4:30pm
  - Last names M-Z, 5:30pm
- **Wed. 5/22 - District Fifth Grade Track & Field Day**
- **Wed. 5/22 - Science Club - Grades 2-5**
- **Thurs. 5/23 - District Fourth Grade Track & Field Day**
- **Fri. 5/24 - Science Club - Grades K-1**
- Mon. 5/27 - NO SCHOOL (Memorial Day)
- Thurs. 5/30 - Groundbreaking Ceremony for new school, 3:10pm
- **Fri. 5/31 - Spring Carnival, 6:00-8:00pm**
- **Mon. 6/3 - Field Day**
- Wed. 6/5 – Brick order deadline
- Fri. 6/7 - Last Day of School!
  - HALF DAY (dismissal 12:10pm)

### 14. Adjournment

#### **In attendance:**

Joy Campbell  
Megan Chumbley  
Sara Cunningham  
Paul Donahue  
Trisha Donahue  
Erica Dziedzic  
Jen Gorchow  
Jeff Hicks  
Shane Johnson  
David Montgomery  
Lorely Polanco  
Stefani Wagner

## **WSA Board 2019-20 – Proposed Slate**

### ***New nominees***

#### **Vice President**

**Paul Donahue – New 2019**

**Children:** Aubrey, who will be in second grade next year; Riley, age 2

**About Paul:** Paul has called East Lansing home since moving here for undergrad at MSU in 1997. He earned his degree in Computer Science and worked in IT at MSU for 15 years where he helped lead several teams and committees focused in educational technology. He took his love for ed tech into his role at TechSmith corporation in Okemos where he has worked for seven years. At TechSmith Paul helped lead their IT team and now works as a Technical Product Manager in their cloud services division. Paul has also served in several officer roles of the Williamston Masonic Lodge over the past 11 years where he is currently secretary.

**Reasons to join the Board:** I feel that the education of our children is critically important to both their future success and happiness and for our society as a whole. Sadly, teachers and schools generally have not received the support necessary for success at this mission. We as parents have an opportunity to help our children's' school and teachers be successful. By sharing our time and resources we can partner with the faculty and staff to provide the best possible learning environment for our kids. It is my hope that with our help and support our children will be enthusiastic learners who are prepared for success in their academic, professional and personal lives.

#### **Secretary**

**Megan Chumbley – New 2019**

**Children:** Savannah, who will be in eighth grade next year; Caroline, who will be in sixth grade next year; William, who will be in first grade next year; and Max, who is one and a half.

**About Megan:** Megan and her husband have been residents of East Lansing since they began their undergrad studies in 1996. Shortly after graduating they were married and decided to raise their family here. Megan attended MSU and received a BA in Community Relations with a focus on Child Psychology. At this point she began teaching for the Head Start program, truly supporting and educating the most at risk children and their families. While teaching she returned to school and received her MA in Education with a focus on Early Childhood and her professional teaching certificate. After fifteen years in the classroom she accepted a job at Ingham ISD as an Early Childhood Consultant. Here she supports grant implementation, MTSS systems, and alignments of the early years systems focusing on the outcome of a P-20 educational system.

**Reasons to join the Board:** I feel that the engagement of parents in the education of their children and the children in the community can have direct impact on child outcomes. I feel that with the new laws around reading and retention here in the state that we must ensure that both the children and the teachers have the support they need to be successful in and out of the classrooms, both academically and socially. By joining the board, I hope to gain an understanding of the Whitehills system and to also support other parents in the involvement opportunities at the school while partnering with teachers.

### ***Returning nominees***

#### **President (returning member, new position)**

**Jen Gorchow – Vice President 2016-present**

**Children:** Isabel, who will be in eighth grade next year; Mia, who will be in fifth grade next year

**About Jen:** Jen has worked for the Michigan Council for Maternal and Child Health (MCMCH) since 2010, coordinating all MCMCH communications and office management. She previously served as Director of Meetings and Membership Services for the Michigan Association of Planning, and coordinated educational programs for the Michigan Townships Association. Jen spent several years working as a newspaper reporter after earning her bachelor's degree from Michigan State University.

Jen steps in to help at numerous WSA events throughout the year, and notably has chaired the carnival raffle and coordinated Picture Day volunteers for several years.

#### **Treasurer**

**Jeff Hicks – Treasurer 2016-present**

**Children:** Maddie, who will be in seventh grade next year; Elyse, who will be in fifth grade next year

**About Jeff:** Jeff works as a Vice President/Business Banking Sales Manager with PNC Financial Services. He has been in banking for over 20 years. He graduated from Alma College and has an MBA from MSU's Eli Broad Graduate School of Management.

Jeff handles the WSA finances and tax filing, in addition to volunteering at many WSA events each year.