



Whitehills School Association

Meeting Agenda

November 10, 2020 • 6:00pm

Join Zoom Meeting

<https://bit.ly/WSAZoom>

Meeting ID: 934 9364 3386

Meeting Password: 2020

1. Call to order
 - a. Introductions/In Attendance
 - i. Paul Donahue, Sara Cunningham, Joy Campbell, Mia Gougeon-Adarkwa, Trisha Donahue, Mike Mudrey, Gina Mudrey, Shane Johnson, David Montgomery, Shanae Coleman
 - b. Additions to the agenda
 - i. No additions
2. Approval of October 2020 WSA meeting minutes
 - a. Motion to approve minutes by Mike Mudrey and Gina Mudrey
3. Principal and staff reports, news, questions
 - a. Shane Johnson - Principal
 - i. Brick pavers are in the process of being installed
 - ii. materials pick up was last week- seemed to go very smoothly and people worked together to deliver materials that families were not able to pick up.
 - iii. Teachers are completing report cards- settling in with virtual learning. Staff morale is positive.
 - iv. District is planning for a return in January. District survey has been completed and they are using this as part of the planning process. They are working to develop a plan as to how face to face instruction would look. Currently building is limited in the number of people in the building.
 - v. District has a covid dashboard that is up and running. This does not include probable cases.
 - b. Construction updates
 - i. No updates
4. Officer reports
 - a. Paul Donahue - President
 - i. None at this time

- b. Gina Mudrey - Vice President
 - i. Notes furth in the agenda
 - c. Mike Mudrey - Treasurer
 - i. Notes further on the agenda
 - ii. No cash account balance as he is currently locked out and working with the bank to have this reset. Paul is also locked out and waiting for reset at well.
 - d. Megan Chumbley - Secretary
 - i. None at this time
5. District Parent Council (DPC) Report - Sara Cunningham
- a. Meeting 11/6. Kath Edsal gave a report from the personnel committee. Currently there is not a district wide yearbook decision, each school should decide. Marble will use the lifetouch home system and families will create a yearbook through the lifetouch system. No other districts have responded.
 - b. December 14th, the board will vote on opening in January.
 - c. Email Sara if you have questions you may want answered from other elementaries.
6. Safe Routes to School Report - Trisha Donahue
- a. Nothing to report
7. Budget / Fundraising Committee Report - Mike Mudrey
- a. 2020/2021 Budget walk-thru
 - i. Shared budget overview, see excel sheet titled 2020/2021 Initial budget. Blue shaded areas are differences from year to year. Some are estimates
 - ii. Balance is the area of concern. Year loss would be roughly \$8,025
 - b. Teacher grants?
 - i. Suggested- Email form for requests. This would allow tracking. Include who, what, total and a deadline. This form could be shared and teachers could submit them as needed. Suggested to have more than one deadline throughout the year.
 - ii. There are 25 teachers/staff that would be included in this
 - iii. \$2500 in the budget for this and the use of this will be a little more regulated and specific. No objections to this
 - c. T-shirts?
 - i. Spirit shirts? Last year was the first year. Will this be every year or every few years? Should we wait until next year? Could this be locally sponsored and for now remove it from the budget- group agreed to do this
 - ii. Spirit wear online and for sale will continue
 - iii. Revisit this also in the spring as we move forward. Mia will continue to look into this further.
 - iv. Suggestion- could it be a school hat,scarf, gloves, hat?
 - v. Ensure equity if asking shirts,etc to be worn at school.

- d. Other expenses?
 - i. Budget was walked through and line items were adjusted to reflect the need of the current school year. The items will reflect zero but descriptions will remain for the upcoming years
 - ii. Assemblies may be able to occur virtually as we move forward- Sara Cunningham will share this information as it comes forward
 - e. Reimbursement form
 - i. Shared google form for reimbursement, this could also be modified for the teacher grants as well
8. Fall Book Fair - Sara / Trisha
- a. Promotion- FB, eblast, teacher promotion during class
 - b. Part of the Pack
 - i. This needs to occur before the fair closes
 - ii. Joy, Sara and Trisha will get the list together for this- he will email Mr Anderson and Ms Ward for this group. This may need to wait until the spring based on the hands on involvement for this.
 - 1. Joy suggested having teachers suggest books for the children
 - c. In process currently. Shipping occurs quickly and is for all ages.
9. Yearbook / Pictures- no yearbook decisions at this time per Shane
- a. Pictures at home?
 - i. Lifetouch does offer this- see notes above
 - b. Yearbook assembly
 - c. Cover contest
 - d. Equity- can all get pictures uploaded and to the school? Who has access and who doesn't? How can we ensure ALL are able to be part of this
 - e. How important are the yearbooks this year? We could look further into this
 - f. Could we ask for donations? And everyone could have a yearbook? This could be a big connector for the community!
 - g. Survey for families to see what parents feel about the yearbook- Paul will create this and work to have it sent out
 - h. 177 children ordered yearbooks last year
10. [WSA Engagement Opportunities](#)
- a. Reviewed proposed role descriptions
 - b. Classroom representatives?
 - c. Expansion of roles
 - d. Parent suggestion- Open houses at the beginning of the year have teachers have a sheet where parents could sign up for this WSA group.
 - e. Can we connect with the teachers to connect with families
 - f. Work to create this structure throughout this year and then be able to implement in the fall
11. Upcoming Events / Volunteer Needs
- a. Teacher appreciation gesture(s)- reminder

- i. Gina is still waiting for responses from last month so she can continue
- b. Car parade / Spirit celebration?
 - i. Gina and Trisha will connect on this
 - 1. Thankful for our teachers and our children?
- c. Others?
 - i. Fundraisers?
 - 1. Ask for donations
 - 2. Silent auctions
 - 3. Jan's Closet fundraiser at the start of December?
 - a. This was agreed upon by the group
 - b. Mia will move forward with this
 - 4. Amazon smile- promote heavily now- Paul will do this
 - 5. Box tops- Is anyone interested in managing this

12. Other business, questions, announcements, etc.

13. Adjournment 7:50