



Whitehill's School Association

Meeting Agenda
September 12, 2023 • 6:00pm
Whitehill's Library

1. Call to order

- a. Introductions around the room
 - i. In attendance: Sara Haller, Crystal Eustice, Debbie Kemsley, Ellen Cuddeback, Stefani Wagner, Trisha Donahue, Paul Donahue, Traci Moran, Lauren Bolthouse, Jessica Eyde, Molly Williams, Rochelle Hosler, Michelle Moyd, Allyson Kiefer, Robyn Hughey, Jamie Mansberger
- b. Additions to the agenda
 - i. Add statement for 5th grade: Debbie shared on behalf of David Montgomery, "thank you on behalf of 5th grade teachers for t-shirts and field trip support for 5th graders at the end of the year. Planning to do t-shirts again and planning the field trip for this year."

Sara: "any additional need, please let us know."

2. Approval of August 2023 WSA meeting minutes

- a. Motion to approve minutes by Paul; second by Crystal.

3. Officer reports

- a. **Sara Haller – President:** Welcome to Molly & all present. Welcome packet sent out and appreciated. Successful 5k; next month doing a fun fall treat (cider and donuts again this year).
- b. **Jessica Eyde – Vice President:** attended the 1st district school council meeting and shared recap of meeting (always 1st Friday of the month). Report from Dori- school based health clinic at the high school opening in the spring (high population of underserved students) and is open to anyone under the age of 25; hope to bring in dental in the future. Safety and security bond in the works. Providing mental health professionals to help students.

We are doing monthly assemblies (two all school assemblies each year). Had beginning of the year PD days on mental health. Teachers are feeling supported.

Popcorn Fridays: have one volunteer lined up; we need about 3-4 volunteers. Start at 8:45am and done about 11am on the day of. Once done popping it is distributed to classroom and teachers hand out at appropriate time. Will add those interested to text thread for volunteering. First one September 29th

- c. **Paul Donahue – Treasurer (report & Budget):** No report this meeting. Shared some info on how report will be organized. Discussed Jan's closet and how it operates; money goes towards those in need and done confidentially to help students and respective families. Need to discuss

fundraising for this fund in the future. Challenging because it's been handled separately from WSA funding (WSA currently at just above 19k). Primarily funded by solicitations from local businesses and managed by/through a local community member.

Molly: A woman that visited the WH office works for local nursing home and are hoping to help families in need- maybe connect this individual with Jan's Closet initiative.

Fund availability is shared with teachers to help identify students/family need. Maybe need to help get the word out with this initiative? Use appropriate language with students.

We create a budget and try to allocate funds accordingly. Funding has been drawn down due to covid, but WSA is in the black this past year and getting back to normal. Paul is looking forward to putting together the budget this year ☺ Welcome to volunteers helping with budgeting and will host a separate meeting for budget.

4. Principal and staff reports, news, questions

- a. Molly Williams – Principal: Impressed with school, teachers, kids, etc. Teachers already off and running with Book Worms; classrooms are operating smoothly. Teachers are going to be rotating in to attend monthly WSA meetings to represent a grade level at meetings and have representation and bridge efforts.

5. District School Council (DSC / DPC) Update - Jessica Eyde: see report above.

6. Safe routes to school update

- a. Safe routes: grant funded that district has been participating in for years. Several parent meetings take place. Ginger O. has sent notes and welcomes feedback.
 - i. Major grant: City and district is applying for a major grant for schools. Federal funding offering 300,000 for school improvement of off school grounds. Working since 2018, spent summer talking with neighbors and WH association; Filling sidewalk at Northgate, extending median island to add protection for pedestrians, neighbors supportive of initiative. Feb. deadline and hope to see done by 2027.
 - ii. Mini grant: **walk to school day Oct. 4th**; please reach out if anyone needs help with this. Traci Moran does walk to school day (walking school-bus) two days a week- on average 7 kids participating. We can create more of these groups if there is interest.
 - iii. Meeting on Sept. 13 at 5:30 for safe routes at Grand Traverse; check with Ms. Kemsley for more information.
 - iv. Trisha Question: Possible to provide a bike safety and walking safety seminar/assembly for kids? One of the components of the grant is to put on assemblies for education like this. Will be reaching out to Molly to get inquire about possibly getting this scheduled.
 - v. *Need crossing guard for Lake Lansing crossing. It is a city funded position if anyone is interested.

7. Walk/Roll to School Day - October 4th: see above notes on safe routes discussion.

8. Lunches for Conference Days - Oct 10, 12, 17

Sara: in the past we've done a myriad of approaches. Teachers like all the things. Jessica and Sara have done in the past; would love some help. Taking volunteers.

9. **Fall Book Fair - October 9th-12th** - Lauren McKenzie: Planning to do it on conference week this year and will not occur during the school day hours. Hoping to be less chaotic and easier to get volunteers.
10. **Stock the Teacher Lounge:** Jessica headed up last year and volunteered to do again. Jamie Mansberger suggested a “teacher suggestion/request bowl” to find out what teachers prefer.
11. **Open chair positions:**
 - a. **STEM Fest:** last year occurred in Dec.; outside groups presented, lots from MSU. Mostly just coordinating past participants and assigning tables.
 - b. **Science Fair:** occurs in the spring; kids do their own science project. Collect forms and setting up tables for kids. Stock of science books and each participating kid gets to pick one.
 - c. **Embrace the World:** done in the past, wanting to do again in Feb. Make this mostly outside groups that come in and represent other cultures (MSU and community groups). Molly has a contact to connect on this. Families can participate as well.
 - d. **Teacher Appreciation Week:** last year had group of 5 volunteers; need people to take on; did a couple lunches, beverage cart and a couple gifts. Lauren Bolthouse and Robyn Hughey will help with this. Occurs in May.
 - e. **Mileage Club:** Allyson Kiefer will chair this event.
 - f. **Spring Carnival co-chair:** Rochelle is chairing; need co-chair for this event. Jamie may help with this ☺ Occurs in April; meets about once a month for now, Feb. and March has more meetings.
12. **Other business, questions, announcements, etc.**
 - a. Trisha & Debbie K.: used to sell a lot of spirit wear, provide option to sell more?
Idea: Every grade would have a shirt (specific color) and inexpensive option for kids. For field trips, spirit day, etc., each grade would wear their color. Is this an option for WSA to organize? Do a fundraiser for this? T-shirt goods can put together on a web-page for us to sell spirit wear and possibly sell grade specific shirts. Site provides more options of goods (sweatshirts, t-shirts, etc.). Trisha will talk to vendor about options and provide more info at next meeting.
 - b. Movie night: send out survey for most popular movies to show? *Feedback: Audio was terrible, will fix. Paul has a DJ to help with the sound this year. Maybe a short movie to hold students’ attention; or better sound to hold attention? WSA may need to buy their own blow-up screen. There’s a company that sets up all the things for an event like this (Robyn will get info for Paul to look into this option).
 - c. Literacy coach in the district (Lauren), did a pen pal program: email, letter, zoom call, etc. for students to link with students in Chicago. Can also help with tutoring support if desired. 3-5th graders did best with the pen pal program. Lauren Bolthouse will write up a proposal/info about this idea.
 - d. Robyn works with MSU group that could work with kids. Robyn will write up a proposal/info on what can be provided by MSU student group.
13. Adjournment