

Whitehills School Association  
September 9, 2014  
Meeting Minutes

- I. Welcome/Introductions-Pres. Smith welcomed all and group brief introductions
- II. Teacher Report-Ms. Clyma (1<sup>st</sup> grade)
  - a. Teachers were appreciative of t-shirts provided by WSA. They felt it was a great way to unify the teachers and welcome the school year.
  - b. Ms. Clyma reported on a good start to the school year with a just a few bumps to start the year. All staff is willing & continuing to work on ideas to improve the school flow/function
  - c. Curriculum has arrived for daily use-teachers have almost completed sorting boxes and starting to implement in their classrooms
  - d. Will check with other teachers re: box top collection-how to best do it?
  - e. Classroom volunteers-teachers are finishing testing and grouping kids in appropriate levels-teachers will let WSA know if/how they need assistance with volunteers for breakout groups.
- III. Principal's Report-Mr. Wells
  - i. Ice cream social in multipurpose room-starts in gym, introduce staff, parents then released to go to respective classes for approximately 20 min-curriculum only, not specific, individual student concerns; ice cream ready by 7:00 p.m. – weather permitting-ice cream will be outdoors at the playground. Reps from EL library will attend to sign up kids for library cards.
  - b. Gave a thank you for parent helpers/volunteers-very appreciative and hopes to keep the momentum going
  - c. Still have a volunteer crossing guard-hoping for a hired position soon; improving arrival/departures.
  - d. Positive Behavior Support System-created by Mr. Wells and staff and have informed students about behavior expectations; lessons also distributed to the kids; Mr. Wells and staff are working with Matt Phillips (ISD specialist) to assist school in developing ongoing system for positive behavior.
  - e. October 6, 2014-Superintendent will visit Whitehills for Listen and Learn tour 6:00 p.m.-7:30 p.m.
  - f. School Safety Patrol for 5<sup>th</sup> grade students (5<sup>th</sup> grade, Mr. Gries is the coordinator) to be in place by Tuesday, September 15.
  - g. Lunch-Whitehills has a smaller lunch room than other schools and schedule has been revised to better accommodate students: K-2 together, ½ lunch; 3<sup>rd</sup> grade lunch and

then 4<sup>th</sup>/5<sup>th</sup>; current recess is all students and space for different age groups is needed; 3rd-5<sup>th</sup> allowed on lower courts for games; K-2 not allowed on pyramid structure, but slide/platform will be accessible; swings open for all students; “tag” game moved to green area-not allowed by swings.

- h. Playground boundary walk on first day of school to show kids where to play; ended with balloon release-students enjoyed the activity!
  - i. 5<sup>th</sup> grade teacher hire update: late summer retirement caused delay in hiring; down to two finalists and Board must approve-final approval pending as late as September 22; will move forward as quickly as possible. Ms. Reid is continuing to serve as guest teacher for the class with support from Mr. Gries, 5<sup>th</sup> grade teacher.
  - j. Class sizes (approximately): K- 22/23; 1<sup>st</sup>- 22/21/18; 2<sup>nd</sup> 21/21; 3<sup>rd</sup>: 24/25 4<sup>th</sup> 27/27, 5<sup>th</sup> about the same
  - k. Lisa Armstrong-Teacher Coach in the bldg. Mon-Thursday; helps with technology, curriculum materials-has already been an asset to teachers.
  - l. Volunteer Letter-WSA to create letter explaining background check form for parents to complete if they want to volunteer in the school. All parents must complete the form if they do not have one on file in the last two years.
  - m. Title School Designation-Whitehills was previously a Title I school (reduced/free lunch) and received funding to hire reading specialist and 5 teacher interventionists; school is currently only at 30% of families eligible and therefore is not designated as a title school-all kids benefit from title designation NOT just free/reduced lunch eligible-need to explain and encourage families to complete paperwork if they are eligible.
- IV. School Board Report-Nell Kuhnmuensch-nell.kuhnmuensch@elps.us
- a. Overall good first week district wide w/ staff, administrators
  - b. Problems with some bussing in schools-being worked out with the bus company
  - c. Encourages parents to come to Superintendent Listen & Learn Tour
  - d. 9/19 EL homecoming parade at 6 p.m.; East Lansing HS vs. Eastern-encourages all to support and attend
  - e. Notes success with Teacher Coaching program-non-threatening, non-judgmental way for teachers to learn and receive assistance; it is costly but district is investing in its importance; aware of larger class sizes and trying to assist; encourages parents to lobby and get involved
  - f. Board working on being more available and transparent in the work they’re doing through “BoardBook” (posted weekend before board meetings)-will help parents to be prepared for public comment)-check the webpage (link to school board on district website) for additional information

- g. Recognition of staff and students-board is interested in recognizing positive happenings in the school community –encourage others to attend/utilize (sports, musicians, academics)-email board members, or Gail Gillengarten with information.
  - h. Safe routes-parents expressing interest in concern in ability to bike ride to school (East Lansing community); previous concerns about liability for elementary school
- V. WSA Budget
- a. Conservative estimates right now; unsure about how much money 5K will make or the Market Day fundraiser
  - b. Correction in budget numbers- cost is \$260 for field trip to Meridian Historical Center
  - c. Market day brings approximately \$1000 (last year’s estimates from Donley)
  - d. Discussion to designate fun run money or other money for playground equipment-Mr. Wells indicated we need to communicate with Facilities at Board level to determine best fit for playground equipment-questions about Red Cedar School equipment (nothing being done with the school or equipment at this time)
  - e. Jane Kramer (5<sup>th</sup> grade parent)-mentioned starting a jump rope club; Daryl Bean (teacher now at Glencairn) is willing to help set it up.
  - f. Create a sports/equipment wish list for donations-check with [Sara.Kiefer@msu.edu](mailto:Sara.Kiefer@msu.edu)
    - i. (parent)-help with needs assessment
  - g. Games-Four-Square lines to be repainted per Mr. Wells
  - h. Sports Equipment (balls, jump ropes)can be stored in front office for now
  - i. Mr. Wells-wants WSA support (matching cost-\$300) Presentation/Proposal by Rodney L. Page-former music teacher (5<sup>th</sup> grade parent); motivational/inspirational talk to kids; looking for an early semester presentation to incentivize positive behavior

### **Vote for Proposed Budget**

Kristen Miller (parent)-organizing dressing up teacher’s lounge and front office

Smith-proposed reduced teacher lounge budget to \$100 and approve \$300 for all-school assembly with Rodney Page. **Motion was seconded and approved.**

Vice-Pres. Campbell motioned to approve budget for 14-15; **seconded and approved.**

**Upcoming Events:** Fun Run-kick off 9/17; event is Oct. 1-fliers info at WSA table

School Incentive-Kona Ice truck –big school drive = more money/involvement from kids!

- Future ideas: Potential martial arts fund raiser
- Math night/Science nights –November 13 (math); science (February 12/March 12)-proposed months

- Teachers also interested in holding a Science Fair for 3<sup>rd</sup>-5<sup>th</sup> grade.

**Book Fair- Chair, Wenona Singel**

Dates for Fair: Fall December 1-4; spring; April 20-26 (tentative)

Volunteers needed for PR, financial piece, volunteer coordination assistance (Kim)-additional WSA parents?

**TBD Events**

International/Cultural event

Carnival-May

Kirsten Borgstrom to chair student directory compilation

Need for DPC Rep-parent needed

October-Superintendent to come to the WSA mtg.; set-up one potential meeting for board candidates

Spirit Wear-Pres. Smith is working on t-shirt information

Meeting Adjourned- 9:03 p.m.

Minutes Submitted by: Kim Steed-Page, WSA Secretary