



Whitehills School Association

Meeting Minutes

September 13, 2022 • 6:00pm
Whitehills Library & by Zoom

1. Call to order at 6:05 p.m.
 - a. Introductions around the room- Online: Sara Cunningham, Rochelle Hosler, Danielle Eiland, Crystal Miller, Laura Benavides, Molly Nevins, Lauren Glass. In person: Paul Donahue, Trisha Donahue, Sara Haller, Mr. Johnson, Tracy Moran, Stefani Wagner, Andrew Arbaugh, Jessica Eyde, Angie Sprecher, Trisha Donahue.
 - b. Additions to the agenda- None
2. Approval of August 2022 WSA meeting minutes- Motion and second, Minutes approved.
3. Officer reports
 - a. Sara Haller - President- Marco's pizza night on Thursday. Flyers went home to students (distributed by Mrs. Ward). Deposited several Marco's checks from last year.
 - b. Jessica Eyde - Vice President- no report
 - c. Paul Donahue - Treasurer
 - i. Treasurer's report- balance from last meeting given. Went over notable transactions from last school year, IRS 990 filing fee, \$1428 to tshirt goods for tshirt order, \$100 donation came in. Deposited \$1,240 for tshirt proceeds, \$1097 received from square for tshirt orders; \$78 in amazon smile proceeds, \$463.08 off- \$15,540.47 is the current checking balance.
 - Paul has not coordinated with Green's PTO Treasurer yet as to transferring balance. Mia agreed to leave \$1,000 in WSA account.
 - ii. Budget- Paul shared the draft budget.
 - Income sheet:
 - The 5k was the most profitable event in the past.
 - Carnival is the 2nd most profitable.
 - went over possible numbers for movie night, t shirt sales, etc.
 - Expense sheet:
 - carried over expenses related to fundraising costs from past year's.
 - Suggesting forming a budget sub-committee.
 - Revised draft will be brought to next meeting.
4. Principal and staff reports, news, questions
 - a. Shane Johnson - Principal-
 - i. back to school night was a success. Good feedback from parents and staff. Great feeling to have people in the school
 - ii. filled crossing guard position. Were able to hire Trisha Donahue (YAY!)
 - iii. do have a facility dog this year. Frodo. Mrs. Holbrook is handler. Dog is only part-time because under 1 year old. planning to be in school 10+ years.
 - iv. have a couple of MSU interns this year- 4th and 5th grade
 - v. last year selected new reading curriculum (Book worms). Started this week. New training for teachers that goes with it.
 - vi. picture day was a success. Better than in past years- good feedback from staff. Will be a retake option if not happy with pictures.
5. District School Council (DSC / DPC) Update - Sara Cunningham- next meeting will cover fundraising efforts. Discussed issue with Jani-King and possible need for help while staffing issue sorted out.

6. Safe Routes to School/Teacher Report - Stefani Wagner & Andrew Arbaugh (newly on team). Efforts are picking up steam again post-covid. Looking at walk and roll to school day activities on 10/12. Will register the schools and provide stickers for schools to use as part of their events. Have had meet up spots and remote drop offs in the past- looking at those options for each school.
 - a. also looking to support walking school buses if any school wants to resume this effort. There are funds available to offer incentives. In past, little tokens were given for participating. In past found that it is a benefit to offer it every day.
 - b. also found a neighborhood resource officer replacement (some mornings) through ELPD. Not hired as a crossing guard, but is there when able.
 - c. volunteer from Walbridge/Denison area.
 - d. srts@elps.us is the contact

7. Spirit Wear - Trisha Donahue
 - a. Update - got first shipment of shirts in, waiting for second order to come in. Sold around 180 shirts to date. After distribute first wave, would like to sell after school.
 - b. Using Tshirt goods in Haslett, they are donating 5% back to school.
 - c. Part of the Pack distribution to students who need a shirt- Mrs. Ward will get a list to Trisha to provide shirts.
 - d. Volunteers offered to help sort and organize t-shirt orders.
 - e. Can still purchase on WSA website.
 - f. Tshirt goods people are setting up a website of other shirts that would be available for additional fundraising. Not up yet.
 - g. Idea about ordering mugs (or some non clothing item) to sell as additional fundraising.

8. Field Trip funding - Sara Haller and Shane Johnson
 - a. Wharton Center Field Trip - entire school - we've done this in the past.
 - i. ticket cost- think cost is \$1-2 per child.
Motion to support approved.
 - b. Greenfield Village - 5th grade- don't have the numbers yet for cost estimates. Could do it this year in one bus (charter bus gives them more time than a school bus does with the routes).
 - i. Angie Sprecher will ask Dean Transportation if has any charitable giving available for this.
Motion to support approved.
 - c. Zoo Trip - 3rd grade - Ms. Wagner said don't know yet if occurring this year.

9. Set Date for Movie Night Fundraiser (October) - Sara Haller
 - a. Licensing- is a form. In the past, District had the licensing and Shane was able to handle paperwork.
 - b. Mr. Johnson need to check on nighttime activities rules, and see if janitorial issue impacts. Need to finalize a date once we know more.
 - c. School Gym has a screen that could be used.
 - d. Last time, we had two movies going (two different areas) at Old Donley. Cafeteria may be possible to use despite windows (will probably be dark).

10. Popcorn Fridays - Jessice Eyde
 - a. Set dates- thinking the last Friday of the month or the last day before a holiday break. Runs between \$350-400 for year.
 - b. Eastwood NCG donates day old popcorn for free as another option we could investigate. May be an issue with type of oil used by NCG.
 - c. suggested that add ingredients to an eblast for Coni to send in case of allergies.

11. Stock the teacher lounge - Jessica Eyde- can send out an eblast with Stock the Teacher lounge. Ms. Wagner thinks that teachers will be happy to have whatever is offered. Previous suggestion: bottled tea, cold coffees, chips, candy, cupcakes. Eblast will go out. Also suggested could send out a google form.
12. Staff lunches: Oct 11, 13, 18 - Sara Haller
 - a. Potluck or purchase- last year, we just purchased food with COVID. Is there a preference? Mr. Johnson isn't sure- probably people have different preferences.
 - b. suggestion to do a quick google survey as to teacher preferences.
13. Box Tops Update - Angie Sprecher signed up to be the coordinator and now has access to materials to go out to families. Newer version is an app that you use to scan grocery receipts (will also take paper box tops if still have some). Angie will do an eblast.
14. Carnival Update - Rochelle Hosler and Daniele Eiland
 - a. question about whether a confirmed date for carnival yet. Thought about moving to earlier especially because use NHS students as volunteers. Planet X rentals (bounce houses) have better availability in April. Know that a lot of the carnival is inside. If going to move earlier, would need to be more inside.
 - b. may be new rules for bounce houses - Mr. Johnson may need to check.
 - c. Planet X events still has a check from 2019 that they have not cashed. Planet X recommended a double slide, game truck and an obstacle course \$935 is the total.
 - d. Kona Ice truck hasn't gotten back to Daniele yet.
 - e. Lynsey Clayton offered to assist (and she has a lot of the equipment that is the WSA's that she would like to return asap).
15. Whitehills 5k Update - Crystal Eustice- very good information on the google shared drive as to past 5ks. Need to set a date. Has been Saturday the weekend before Labor Day weekend - that would be 8/26 (after school starts). Doesn't seem to conflict with anything (except maybe move in for MSU). Crystal has a list of volunteers who were interested. Need to assign roles and needs some help with planning and budgeting.
16. Other 2022/23 School Year Events - Sara Haller
 - a. Yearbook - Coni willing to run again or hand it off. One person expressed interest in helping, but haven't been able to contact them yet.
 - b. Teacher Appreciation Week- no discussion yet.
 - c. Fall and Spring Book Fairs - in past did events tied to book fair. Parents shopping at night. Teacher reading, Bagels in a.m. Ideas to bring some of these events back.
 - d. Part of the Pack - need to address this list of students before book fair and also remember for carnival, etc.
 - e. Bucket filler prizes - Sara asked Coni for ideas. School orders those, and wil continue to do so.
 - f. Embrace the World - was families from other cultures have a table to present information.
 - g. "Palooza" dance/silent auction - prev in Oct "Boo-palooza"- don't have to tie a holiday. Could you have a silent auction as part of a movie night or another event. In past, classrooms did themed baskets with family donations and auctioned those baskets off. (other examples: game night, tailgate) Some classes did art work auctions. May need to look at January for this.
17. School Family Directory - Sara Haller- will have a form that goes out to families who can add contact info if want to. Not required. Hoping to do this soon.
18. Playground equipment
 - a. Little house village - had to be removed from Glencairn when had in past.

b. Does school have funding to fix tri-totter? Already ordered replacement. Just a supply chain issue it seems.

19. Other business, questions, announcements, etc.

a. suggestion raised about communicating plans and donation link out since many events are later in the year. Suggestion to highlight part of the pack initiative.

20. Adjournment at 7:11. Next meeting is October 11th.