

Westlake Elementary School
General PTA Meeting
September 20, 2018

Called to order- 6:33 pm
Adjourned- 8:17 pm

Presiding Officer- Amy Dahlen, President
Recording Officer- Janet Ike, Secretary

Board Members and Teachers in Attendance

Clyde Curley- Principal, Amy Dahlen- PTA President, Jackie Olin- Vice President, Rebecca Dixon- Program Chair, Almut Wolf- Treasurer, Janet Ike- Secretary, Tim Madsen- Parliamentarian, Joan Bogart and Karina Scarborough- Arts Committee Co-Chairs, Teachers: Jen Simington, Tina McGlashen, Jane Forbes, Julie Atkinson(?)

Approximate attendance: 25-30 people

Welcome/Introductions

Review and Approval of last meeting's minutes- Janet Ike

- PTA Secretary Janet Ike reviewed the minutes of the last PTA meeting, held on May 24, 2018
- Motion: Motion to approve the minutes was brought by Jennifer Jaffe. Second by Amy Joanides. Approved unanimously

Report from the Principal- Clyde Curley

- Walk to Read started 9/20/18. It runs for 6 weeks and then students are reassessed.
- The past few weeks the staff has been working on community building and establishing their PBIS (Positive Behavior Interventions and Supports). PBIS consists of 3 tiers or levels of support. The new counselor, Mr. Perez, provides additional support at level 2 and the behavior support aid, Lisa Miller, provides even more support at level 3.
- The focus for this year's Professional Development will be in Language Arts and developing academic language and discourse.

2017/2018 Financial Report- Tim Madsen

- The next meeting will have the auditors in the report

Arts Committee Overview/Update- Joan Bogart

- Emphasized that any fundraising that is done goes right back in to benefit the school, breaking even not making a profit
- Art Co-Chairs' purpose is to give the Art Committee a voice at PTA meetings
- New this year:
 - Two PTA sponsored contests, Reflections themed Heroes among us, which is happening now, covers a variety of art forms (ie dance, visual, music/composition, choreography, literature), and Doodle for Google which has the potential of a monetary prize (student scholarships or tech package for the school). Looking for volunteers to help.
 - Bringing back the Winter Artisan Fair which is a community event the supports local artists. Date is still to be determined, sometime early December. Needs a Chair.
- Will have a table set up at the Back to School BBQ with a sign up sheet for volunteers

Life Lab Update- Jane Forbes

- Reaches Pre-K thru 5th grade students
- K-3 have a salad party, 4th & 5th grade cook as well
- Incorporates Science and bringing in Next Generation Science Standards this year, experiments, live caterpillars
- Needs help with Work Day on October 7th, Plant Sale and Goodwill truck in April
- Scott Peterson is the Life Lab liaison
- Jane also runs the Environmental Club with 4th/5th grade volunteers. It starts Oct. 5th and meets on Tuesdays at recess.

Back to School BBQ Update- Owen Lawlor

- Need more volunteer help, especially with clean up after the event
- Tickets can be purchased online through the PTA website, and pick them up at Will Call
- Looking for sponsorship for food this year so that the BBQ this year is a net profit.

Sweatshirt- Amy Joanides

- New sweatshirt is lighter in weight and available in light blue and two-tone grey
- Last year voted to have a new logo, today will vote on the placement of the word "Westlake".
- Paper vote: majority voted for curved "Westlake" under logo

- Will try to have new sweatshirts available by November
- All sizes are available in the office to try on

Spring Auction Update- Amy Dahlen

- Recruiting now for procurement, fund raising, to run Bidding for Good, graphic designer if interested please let us know
- Booked Parish Hall for April 14
- Need a Co-Chair to shadow for next year because Amba will not be at Westlake anymore
- Need to get a Committee started
- No budget change this year

Report from Treasurer- Almut Wolf

- Almut thanked Tim for all of his help and Amy for her work with Pay Pal
- Tried to even budget out which was way over budget. We are \$2,400 over budget now. The changes reflect where money comes from.
- In Expense: Enrichment Scholarships Donation have been reduced because Enrichments are being taken care of by EXPLORE. \$1500 has been set aside to cover any scholarship needs for Westlake families
- Changes were made to Site support: Removed 2nd Playground coach (the District funds 1 Playground coach) and teacher Subs for Professional Development. This is for next year, this year's are covered and will be a priority to fund if we can.
- Increased Direct Appeal Budget to \$65,000
- Motion: Motion to approve the budget was brought by Tim Madsen. Second by Jennifer Jaffe. Approved unanimously

PTA News/Program Updates

- New Leaf Update: E-Card program has the potential to earn much more. We must have an order of at least \$1000. Trying this year: pre-purchasing cards so that people can buy them at PTA meetings and other school events. Currently the only way to get a New Leaf card is by writing a check
- Box Tops Program: Box Tops are due Oct. 12
- Dining for Dollars: \$252 came in from Kianti's. Upcoming: Avanti- Oct. 9, Woodstocks in November
- Drive For Schools: Ticket sales due 10/24. We can expect between \$6-8,000
- Enrichments: EXPLORE is requesting \$260 for scholarships. PTA still offers Chess, Young Scientists Club and Math Enrichment apart from EXPLORE. Chess starts 10/4, YSC starts 10/10 and Math starts in Feb.

- PTA offers childcare for the PTA meetings
- Board is establishing guidelines for sponsorships of other events
- Parent Education: online safety/device usage info. Being added to PTA website. Positive Discipline workshop presented by Julie Atkinson. Flyer was distributed at PTA meeting. Only 6 people have signed up, need 10-12. Suggested donation is \$80. Childcare is available.
- Julie is recycling markers & crayons through Crayola. She will put a bag in the office for used markers and perhaps with the help of Jane and the Environmental Club expand into the classrooms.
- Popsicles & Popcorn and Spirit Wear Store is up and running. Volunteers are needed for both
- Brian at white drop-off zone in front of the school needs helpers. Trying to get 1 person a day. He would like to start a committee to meet with. Yard duty funds were used last year to help out with drop-off and pick-up, Mr. Curley will look into the possibility of doing that again this year.

Open Chair Positions Remaining

- Artsonia- Dorthy Franks already does a lot, need people to scan at home
- Art Parent Coordinator- to get ready for auction
- Auction Committee Members
- Directory Co-Chair to shadow for next year. The directory will be listed by class again
- Family Arts Night Co-chair to shadow for next year
- Family Code Night- happens in the spring
- Fundraising Committee- New, currently don't have one but would be great
- Goodwill Truck Drive
- Grant Writing/Research- need someone to look for money
- Spirit wear coordinator/ Spirit Store- Amy has done it for the past couple of years
- Volunteer Coordinator- takes care of sign-up genius and reaching out to people off of volunteer form
- Wildcats and Arts Co-Chair- shadow for next year, otherwise the Art Committee ends up taking it on
- Winter Artisans Fair Committee Members- looking for vendors
- Yearbook Co-Chair to shadow for next year

Open Forum

- Can still park in church parking lot for now for drop off and pick up. Church is going to be building and rents lots to students so this will not be available for long. The District currently buys lots for staff to park
- Marquee: Architects looking at how to get power to the site. Limiting factors are available labor and reasonable rates. A question came up about selling Sponsorships for a spot on the marquee. The response was that according to the Civic Act sponsorship is a 1 time thing.
- Bond Project: The school is looking for 2 parents to sit on a committee to decide where things go. Design elements.
- You can still donate to the S.C. Education Foundation online
- What is Wildcat Pride recognition? It's more of a "thank you" not a brick or anything like that. A suggestion to incentivize by donation levels (include yearbook, sweatshirt, etc)

Meeting adjourned: 8:17 pm

Janet Ike, secretary