



WOODLAND HEIGHTS ELEMENTARY PARENT TEACHER ORGANIZATION

PTO Meeting Minutes

Date: June 7, 2022

Time: 9:00 am

Location: Outside Building

Attendance: Kristie Spenner, Ali Shinnick, Lyn Briggs, Jen Emerick, Brooke Sines, Alyssa Bergland, Emily Dunlevy, Christine Fournier, Lisa Cox, Katerin Traugh, Jessica Shaffer

1. **Principal Update:** Kristie Spenner

- Thank you for all the love for the staff appreciation. The PTO always makes the staff feel so appreciated.
- Getting ready for the 5th grade promotion, getting test scores back and good things happening.
- All parents will be outside for the clap out and ice cream social will be afterwards
- Almost fully staffed for next year
- Looking for TAs and bus drivers for next year

2. **Treasurer Update:** Katerin Traugh

- Expenditures came through balance, so our current balance is \$76,500
- We would like to create an Amazon account for the WHES PTO as we have issues with volume and matching up expenses and returns. We could keep everything in one spot so that we don't have to match up everything in different PTO members' accounts. We all agreed that it would be worth it so that it would create efficiency and ease in record keeping. We will create one in August.

3. **School Supply Update:** Lauren Davis

- As of yesterday, we have 134 kits sold. This is less than years past.
- Spenner to send out a reminder, as the sale ends tomorrow.

4. **Yearbook Update:** Ali Shinnick

- We have sold all yearbooks

- Received 464 books, including a spare
- We had 20 people on the waitlist to buy yearbooks. They would cost \$250 per yearbook if only 20 people bought them. This is cost prohibitive, so we will not be placing a reprint order.
- Original contract with Herff Jones is for 554 books, but we have fallen significantly short of selling that amount the last 3 years.
- PTO spent around \$2,000 to cover the upgraded cover charges this year.
- Propose for next year: 500 book contract and we will increase the cost per book so that PTO doesn't have to cover extras.
- We can't have ECLI noted in the yearbook

5. Spirit Night Update: Melissa Marshall

- May 24th – Moe's taco kit – pick up day

6. Hornets Game Discussion: Ali Shinnick

- Paid \$200 deposit
- They will call in August once the schedule is available
- We must pay 25% down once we pick seats, however we are not responsible for the unpurchased seats.

7. New Board/Committee Member Vote: Ali Shinnick

- Christina Baude (Staff Appreciation Director)
- Christine Fournier (Website Manager)
- Brooke Sines (Yearbook Committee)
- Katie Eller (School Supply Kids)

Motioned by Lyn Briggs and Seconded by Lisa Cox

Unanimous Vote for yes to accept the new position members as stated above

- Motion made to extend the terms for current board members for an additional year to make up for the COVID year
- Board will vote through email.

8. Remaining Board Vacancies: Ali Shinnick

- Spirit Night Coordinator
- Fence Banner Coordinator
- We are still looking for these positions

9. Active Shooter Go Bags: Christine Fournier

- LockDown International out of Huntersville
- They do corporate active shooter drills and training
- Trauma wound dressing, chest seal patch, granule packet to get the bleeding to stop, gauze, tourniquet, glass cutter, scissors, door stop, rope were in the emergency kits.
- \$144 for each bag and after 10 bags you get a 10% discount

- WHES does have a lot of the supplies already noted, but we would benefit from the tourniquet and other supplies
- Tourniquet, granule packet, bleed stop, entry and exit patches, trauma gauze and glass breaker are the items we would need.
- Looking into if we could create a custom set or look at other sources to obtain the items needed. We do work with the sheriff's office and District, so we need to check with them as well when obtaining them.
- We would also like to look at getting a lighting system. So that it would be a silent alarm in the office triggered by a button.
- We will work to create a plan and items to purchase so that we can vote on it in the summer/Fall.

10. Annual Fund Expenditure: Ali Shinnick & Alyssa Berglund

- Apple TVs or flexible seating were the options for teachers to vote for.
- 24 people Apple TVs and remaining for the flexible seating
- 2 wobble chairs are equal to an Apple TV
- There is a parent that works for Learning Resource, Kelly Goodwin.
- We would like to purchase over the summer
- When purchased the item would stay in the classroom even if the teacher left.
- The cost would be around \$7,000
- Board will vote through email.
- We would talk with Theresa to confirm through District.
- Budget meeting in July, the board needs to come all together to discuss. We would like to have a small board meeting before the larger PTO meeting. We would like to discuss several committees, events and resources that we need to discuss budget. July 12th at 9 am is the tentative date for the meeting with Ali, Katerin and Spenner. We will have a board meeting in July TBD.

Next Meeting: July TBD (Budget Meeting)