



WOODLAND HEIGHTS ELEMENTARY PARENT TEACHER ORGANIZATION

Board Meeting Minutes

Date: January 5, 2021

Time: 3:00 p.m.

Location: Zoom

Attendance: Emily Dunlevy, Ali Shinnick, Kristen Wenger, Melissa Marshall, Sherrie Comitz, Principal Kristie Spenner, Hannah Nimblett, Kirsten Smith, Tiffany Botkins, Candice Austin, Alyssa Berglund, Lyn Briggs, Danielle Walker, Valerie Landers, Brittany Barker, Rob Murphy, Lyn Briggs, Lisa Cox, Stephanie Coggins, Kirsten Smith, Kristen Wenger, Meghann Fairchild, Tess Cornell, Rhonda Miller, Monika Woodruff, Lauren Davis, Teresa Gilland, Jessica Shaffer.

- 1. Introduction.** Ali Shinnick welcomed everyone to the meeting, and turned it over to Kristie Spenner.
- 2. Principal Update.** Mrs. Spenner welcomed everyone back from winter break, and thanked everyone for the generous holiday cheer donations. We are back, and working with families who aren't quite ready to come back to school in person yet. This week, no students will be counted absent. She understands with families going away, and who have had gatherings, the precautions some families want to take. Staff at Woodland Heights are continuing taking all safety measures, and keeping all close contacts to a minimum. We have also welcomed 17 new families to Woodland Heights, which is amazing.
- 3. VP Vacancy.** Ali Shinnick gave an update on our Vice President vacancy. Kelly Meyer has decided to homeschool, so that has left her board position open for the remainder of the 2020-2021 school year. Vice President is responsible for running our Spirit Wear sales and serves as the host for our Zoom PTO meetings. Lisa Cox, who co-volunteers with Ali to run Woodland Heights Academy (which is on an indefinite hold) has volunteered to fill the Vice President role. Earlier today, the board members voted Lisa in to serve as Interim VP through the end of the school year.
- 4. Annual Fund Update.** Treasurer Update: Kristen Wenger announced that as of today, we have raised a total of \$35,362 for the Annual Fund, with 20% of WHE families participating. Families donated \$3800.00 to our Holiday Cheer program. These numbers are outstanding, and we couldn't be happier. Chromebooks have finally been shipped and delivery is expected mid-January. Major delays with COVID-19, but we look forward to receiving them.

Purchase Update: Alyssa Berglund announced that we have placed an order for an obstacle course and outside learning center. We just have to finalize colors, and look into moving a tree that is in the way. District is paying for installment, which is great news.

Contest Update: Ali Shinnick announced that 1st grade is in the lead, with 3rd grade in second place. You can donate to the Annual Fund year round, but our participation contest will be ending January 15th. Monika Woodruff announced that Jump Rope for Heart will be starting on January 25th, and will end on February 12th.

5. Fence Banner Ads Update. Valerie Landers asked what would be an appropriate charge for a 3 month banner spot. Right now, 5 months is \$450.00, and 2 months is \$200.00. \$275.00 was decided on.

6. Woodland Heights Academy Update. Ali Shinnick informed us that she has been in touch with the instructors from our Spring 2020 WHA program and has asked them to issue refunds. The PTO is in the process of collecting those refunds and writing checks to all parents. It will take some time, but refunds will be issued to everyone at some point in January. This will allow us to start with a clean slate whenever Woodland Heights Academy is able to be held again.

7. Questions for Mrs. Spenner. Lauren Davis asked if there will be a Kindergarten roundup with orientation. She needs to know if she should start the school supply lists now, as she normally would, or wait. Mrs. Spenner announced there will be something for incoming Kindergarten families, even if it is virtual. She also gave the “go ahead” for teachers to make their supply lists for the 2021-2022 school year. She expressed for teachers to please limit what they truly need, so families don’t purchase unnecessary items.

For yearbook planning purposes, Sherrie Comitz asked if virtual students will be able to participate in picture make-ups, and if we will be able to do class group photos this year. Mrs. Spenner said she will send out a sign up link for virtual families to sign up if they would like to be photographed. She also plans on the students taking class photos as a group, following the COVID-19 guidelines.

Next PTO Meeting. February 2, 2021