



WOODLAND HEIGHTS ELEMENTARY PARENT TEACHER ORGANIZATION

Board Meeting Minutes

Date: December 1, 2020

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, Amanda Scott, Brittany Barker, DJ Ewan, Rob Murphy, Kelly Meyer, Ann Whelan, Lyn Briggs, Lisa Cox, Dawn Kennett, Stephanie Coggins, Anna Haskin, Chelsea McClelland, Kristina Cabral, Alison Todd, Cristy Wagner, Kirsten Smith, Kristen Wenger

- 1. Introduction.** Ali Shinnick welcomed everyone to the meeting, and turned it over to Kristie Spenner.
- 2. Principal Update.** Mrs. Spenner and staff sent out around 65 packages with a letter and student-made cards all over the United States to Veterans of families that attend Woodland Heights. Since then, the response back they received was overwhelming. The school has received many thank you cards from the Veterans, and even a donation of \$100.00 towards the PTO. Each package shipped had 8-10 cards in it. Mrs. Spenner hopes our Veterans Day assembly can once again be held next year. It is a wonderful tribute to veterans that is done within our school. Mrs. Spenner also said she met with Ali Shinnick and Alyssa Berglund before Thanksgiving in regards to the playground equipment. We're awaiting assessment of the grounds by the school district before we can move forward.
- 3. Annual Fund Competition Update.** Ali Shinnick gave an update on our Annual Fund campaign, reminding everyone that the competition between grades has nothing to do with the amounts donated. It's exclusively about participation. Someone who donates \$5 will get the same credit as someone who donates \$500. Donations can be made through Cheddar Up or by sending in a check made out to WHE PTO. Please write Annual Fund on the memo line and attach a note with all teacher names represented so we can properly give credit for the contest. As of this morning, 1st grade is in the lead with Kindergarten closely behind. Right now, only 10.5% of the school has participated and we've already raised just shy of \$13,000, which is fantastic. We must encourage competition between grade levels. We are having a sign made to show the competition status, which will be displayed along the car rider line.

4. Fundraising Goal Update. Alyssa Berglund expressed that she wanted to make sure that all school programs are fully funded before we allocate Annual Fund money to the learning or play structures. Kristen Wenger confirmed that all programs are funded for this year and will look into the status of things for next year. Ali reminded us that this is a slow process of getting quotes, approvals, etc. and we want to make sure everything is done right. Melissa Marshall reminded everyone that some companies do corporate matching for donations.

5. Holiday Cheer. Ali said we are asking for monetary donations to gift WHE staff with gift cards for Christmas. This is for all staff except homeroom teachers, as they are usually well taken care of by their students' families. In year's past, the PTO has provided homemade cookies and a gift card, but we have decided to forgo the cookies this year as a precautionary measure. We'll probably provide candy instead. Holiday Cheer flyers will be going home later this week. Donations can be made via Cheddar Up or checks made out to WHE PTO. Be sure to write Holiday Cheer on the memo line! We have also sent out a list of WHE Staff Favorites via the Sunday Connect Eds and on our Facebook page, if anyone is looking for ideas.

6. Staff Appreciation Update. Emily updated everyone on the November breakfast that was provided to the staff before Thanksgiving. Mrs. Spenner said it was very appreciated and the staff loved it. The December staff appreciation event is usually a nice luncheon, but that has been changed this year to a holiday gift instead.

7. Spirit Wear. Kelly Meyer said we are working on a way to sell our Spirit Wear online, via Cheddar Up. Aside from the Trunk or Treat sales, we have sold 76 spirit wear items this school year, and made a profit of \$387.00. Our Trunk or Treat spirit wear sales brought in an additional \$881.

Next PTO Meeting. January 12, 2021.