



WOODLAND HEIGHTS ELEMENTARY PARENT TEACHER ORGANIZATION

PTO Meeting Minutes

Date: August 2, 2022

Time: 9 am

Location: Media Center and Zoom online

Attendance: Kristie Spenner, Ali Shinnick, Emily Dunlevy, Lisa Cox, Jen Emerick, Megan Nordhagen, Katerin Traugh, Christina Baude, Katie Eller, Christine Fournier, Megan Midkiff, Kristine Kokoszka

1. Introduction: Ali Shinnick

- The 2022-2023 PTO Board and Committee Members are:
 - Ali Shinnick- President
 - Lisa Cox- Vice President
 - Jen Emerick- Secretary
 - Katerin Traugh- Treasurer
 - Alyssa Berglund- Fundraising Director
 - Megan Nordhagen- Family Events Director
 - Emily Dunlevy- Staff Appreciation Director
 - Christina Baude- Staff Appreciation Co-Director
 - Christine Fournier- Website & Social Media Manager
 - Geoff Oman- Fence Banner Coordinator
 - Kristine Kokoszka- Spirit Night Coordinator
 - Brooke Sines- Yearbook Committee
 - Megan Midkiff- Yearbook Committee
 - Katie Eller – School Supply Kit Coordinator

- Reviewed Code of Ethics which was emailed to all members. Must be signed and returned.

2. Treasurer: Katerin Traugh

- There is a new budget sheet format for the PTO this year.
- This year we will work to have no yearbook expenditure.

- New item is the mobile planetarium, we will offer this to our 3rd and 5th graders this year. \$1,700 estimate for the program.
- Bank Balance: \$75,394
- Events: Daughter Date Night and Son Plus One – we would like to set a budget expenditure of \$3,000 to \$4,000 per event due to our positive budget situation.
- Motion passes unanimously to increase teacher stipends from \$150 to \$300 annually. Receipts must be turned in by April 30th for reimbursement. We will no longer do a special Boosterthon teacher stipend as has been done in the past.

3. Principal Update: Kristie Spenner

- Ms. Santorum is no longer the media coordinator, so she will be moving to 7th grade as a science teacher. Interviewing someone today.
- Staffing is getting harder and harder but we were early in getting our staffing secured.
- Added Science Enhancement back, not a guaranteed position from year to year due to the district funding.
- Lake Norman Elementary has closed open enrollment within the district due to their popular Dual Immersion program. Their school is completely full.
- Ms. Watts is officially a teacher this year and will be a 4th grade teacher.
- Opening a staff daycare in the outside unit instead of Prime Time as of now.
- We will accept donations for cribs, preschool and infant toys for the new staff daycare program.
- We are working on getting a grant for the staff daycare.
- We obtained a quote for the Lockdown school security for the classroom emergency bags. Spenner looked through and it was \$5,300 for a partial bag, which excluded some of the items we already had. Spenner is concerned about out front in the office, they might be coming out to do more through the district. Annual fund might go more towards safety this year. We would like to look at concrete pillars so that vehicles can't hit the building. The ballads would line the whole building, we would look at them through Uline. Uline ballads are removable for deliveries or emergencies.

- Facilities: 4 rooms painted through district, but Spenner was there painting with a few staff members that volunteered. They are painting the hallways on Tuesday, Wednesday and Thursday.
- Landscaping: the District hired the guy they used last year but we needed more help so the teachers have volunteered to help with that as well.
- Spenner is going to reach out to district again about relocating the red school sign on Forest Lake and Brawley to school property. Last year they said that you couldn't do it.
- We are looking at becoming a STEM certified school.
- Field trips: Spenner allows each grade to have 2 out of building field trips per year. They can have as many in house as they would like. It is a large hassle to coordinate these field trips for the teachers. Spenner is going to try to get each grade to commit at the beginning of the year for planning and budgeting.
- Bus situation: 3 routes not covered. There is a huge need for PM. The drivers currently drive doubles and we are the only school that is in that situation. We are in dire need of bus drivers and if you know anyone that would like to apply please contact Spenner.

4. Calendar Planning

- Attractions Guide Sale – Price increase to \$25 with the 50/50 split – run from 9/6 to 9/20
- Annual Fund Campaign – kick-off 10/17 and finish 11/18
- United Way end of September around September 19th
- Movie Night – September 30
- Trunk or Treat – October 28
- Charlotte Hornets Game – Date TBD most likely November or December
- Movie Night – January 27
- Daughter Date Night – February 17
- Boosterthon Fun Run - March 21
- Son+One Night – April 14
- HawkFest – May 12

5. Open House Discussion: Ali Shinnick

- August 24th 1:30-3 & 4:30-6
- All hands on deck and we will be setting up August 22rd as well.
- Sign up for volunteers 1-3 and 4-6 and tear down.
- We are restocking some items and getting rid of a few of the other items for spirit wear.

We would also like to add a few new items such as tie dye shirts and hoodies.

First Day of School Discussion: Ali Shinnick

- Need car rider line help from PTO members
- Card my yard has been contracted for the signs
- Boo Hoo breakfast on 8/30 – only kindergarten parents are allowed to walk in. Open house all kindergarten parents will get a flyer.
- 8/22 PTO will meet with the staff and we will have lunch. Tentatively 11:15 am

6. Misc.

- Chick Fil A September 26 and January 25 for teacher work nights
- Need updated bios for the website

Next Meeting: September 6 at 9am in mega unit

UPCOMING MEETINGS

September 6 at 9 am

October

November

December

January

February

March

April

May

June