



## WOODLAND HEIGHTS ELEMENTARY PARENT TEACHER ORGANIZATION

### Board Meeting Minutes

**Date:** April 13, 2021

**Time:** 3:00 p.m.

**Location:** Zoom

**Attendance:** Emily Dunlevy, Ali Shinnick, Kristen Wenger, Melissa Marshall, Sherrie Comitz, Tiffany Botkins, Candice Austin, Alyssa Berglund, Lyn Briggs, Valerie Landers, Lyn Briggs, Stephanie Coggins, Lauren Davis, Jessica Shaffer, Cristy Wagner, Hannah Nimblett, Levi Perry, Tess Cornell, Lisa Cox, Jordan Bentley.

- 1. Introduction.** Ali Shinnick welcomed everyone to the meeting, and informed everyone that Mrs. Spenner couldn't attend. Mrs. Coggins and Mrs. Wagner will be speaking for her.
- 2. Principal Update.** Mrs. Wagner thanked the PTO Board for approving the new poster printer for administration. She also thanked everyone for the snack provided today as well. Thank you to those who are coming this week to help collect and count coins for our penny wars. Last night at the board of education meeting, some WHE clubs were recognized: Chess club, Battle of the books, and the art show.
- 3. Staff Appreciation Update.** Emily Dunlevy mentioned how snacks/drinks were delivered today to staff. Also, working on staff appreciation week which is May 3-7. Will be getting out more information in weeks to come.
- 4. Treasury Update.** Kristen Wenger proceeded with a motion from the board to spend approximately \$4,600 from the Professional Development Reserves budget to send 7 teachers from different grade levels to a math conference at App State this summer. The motion was approved. Kristen announced that all teachers will receive a \$100 stipend to spend this spring as a reward for raising over \$30k during our Boosterthon fundraiser. Kristen also announced that this will be her final months as treasurer, since her 2 year term is ending and her youngest is graduating from WHE in May. Her position will become available, and asked to send anyone her way that might be interested. The Treasurer works closely with the PTO president, principal, and teachers. Responsibilities include frequent trips to the bank, filing PTO taxes, issuing 1099s for Woodland Heights Academy instructors, and accounting for all PTO budget expenses.

**5. Obstacle Course/Outdoor Learning Center.** Alyssa Berglund informed everyone that bad weather and COVID have caused delays with the installation of our new equipment. WHE has done everything on our end that needs to be done in preparation. Current schedule states that cement will be poured by the end of next week.

**6. Misc.** Spirit Night at Chick-fil-A is tonight from 5:00-8:00. Mrs. Spenner, Ali Shinnick, and Sherrie Comitz, and other WHE staff will be delivering the food to cars. Teachers are encouraged to come help as well. WHE will get 10% of all sales on mobile curbside orders only with Woodland Heights in the special comments.

5th grade promotion plans have not been decided yet. Still trying to figure out the best way to do this following COVID-19 restrictions.

**Next PTO Meeting.** May 4, 2021