Woodland Home & School Membership Meeting Minutes

Wednesday, December 06, 2017

9:15 am to 11:15 am

LGI

Board members in attendance: Katie Shireman, Laurie O’Neill, Michelle Petko, Nancy Care, Mary Fitzgerald

1. Sign in and Welcome Introductions
2. SEA Update

* Tommy Avelar has assumed the position of SEA representative. Next event is December 18th at 7pm in the MHS Library. An attorney is the guest speaker.

1. President’s Report: Nicole Rittenhouse (in absentia) and Katie Shireman

* Gina Stover stepped down as Corresponding Secretary. Laurie O’Neill will assume the duties of Corresponding secretary for the remainder of the year.
* Going Green in January. No more flyers will be sent home after December in an effort to save paper. Communications will be on-line.

1. Vice Presidents’ Report: Michelle Petko and Mary Fitzgerald

* Michelle discussed the potential for confusion with winter party times due to changes in scheduling. Michelle sent a final e-mail to all class captains advising of the changes for communication to their classrooms.

1. Recording/Corresponding Secretary’s Report: Laurie O’Neill

* Board approved minutes from November are posted on line for review

1. Treasurer’s Report: Nancy Care

* Reviewed budget highlighting cash on hand. We are working on target.
* Pizzeria Uno check came in came in $116.26
* $32.50 check from 5-Below
* $6,536 net income for Walk-a-thon. Web donations were $1085 gross received, $45.07 PayPal fees
* Bake sale was successful earning $163.00
* KidsStuff -145 books sold. Total $1812.50 profit. 30 books missing
* Smencils are in the black
* Requested to keep craft and basket revenue separate for W3
* Bowling was very well planned to budget
* Bingo night was very profitable at $600+

1. School Board Representative’s Report: none present
2. Principal’s Report: Deb Euker

* Conferences went well. 1/2 day schedules are a challenge but everything was accomplished as planned.
* Reminder for pick-up procedures-no one should pass other cars in car loop. Mr. Piernock volunteered to help safety the streets. Mrs. Euker will also have a staff member to patrol as well.
* Signing in procedures – everyone must sign in and follow protocol. Security is of the utmost importance. Please arrive 5 minutes early to accommodate this process.

1. Teacher’s Report: Doing team building to build comradery with the staff. It’s a transitional year and making an extra effort to have everyone feel a valued member of a team.
2. Active Committee Reports: Katie on behalf of Nicole

We, as a board, will continue to improve on our ways of working to help committees.  We received feedback from committee leads concerning autonomy and complications in the planning process. We are addressing and are defining best practices on committee planning taken from both schools.

1. 4th Grade PP&P: Michelle Petko and Kim Ryan (in absentia)

* Michelle requested to use Woodland bracelets as giveaways to save expense. Will follow up with Nicole Rittenhouse.
* Suggestions around choosing a movie. Can be PG since after school hours.
* Planning is coming along well. Looking for volunteers.

1. 4th Grade Social
2. Art Goes to School date TBD usually Spring
3. Art’s Festival Katie Shireman
4. Book Swap
5. Cafeteria Volunteers: Tommy Avelar, ongoing. Need volunteers. Will communicate more regularly. Reminders to be Sent monthly in Konstella.
6. Civic Committee: Andi Taoso & Michelle Petko - Veteran’s Day Assembly

* Wonderful feedback from the families
* Stayed within budget
* Apologies extended to anyone whose photo was missed. The district is posting a video of the assembly on the Woodland webpage. Please allow some time for this to be accessible.

1. Community Service Tommy Avelar

* The Giving Tree is being replenished regularly. Please make a donation for Woodland Families in need.

1. Fall Fest/Trunk or Treat
2. Family Bingo Night: Katie on behalf of Nicole –

* Bingo Night turned out great. We receive great feedback from parents. The attendees were generally well behaved.  Very well thought out and very well executed.

1. Mother/Son Bowling: Katie on behalf of Nicole

* Bowling- This event was also great; well attended. General consensus was that all had fun time.  Venue was accommodating. It was a total success.

1. Fun Day 6/5/18: Mary Fitzgerald and Kim Ryan (in absentia)

* A few meetings have taken place on how to best merge the 2 schools. Everyone is on the same page.
* Kim Ryan is managing vendors for pricing.
* Working hard on home and school paying for pizza for all students.
* The event will not be a “free-for-all” flow any longer, it will have more structure to account for the larger student numbers. Teachers will be with their students.
* Determining a rain date.
* Will need a lot of volunteers.
* Inquiry about baskets. Baskets are a TBD item.

1. Fundraising
2. Box Tops: Beth Brenn ongoing, no report
3. Fall Fundraiser: Walk-a-Thon
4. Kidstuff books: Val Lozinak
5. No-Effort Fundraiser: 5 Below coming Dec. 17-23 (great for the holidays).
6. Dining Out Fundraising: Chick-fil-a Dec. 11-16
7. Woodland Winter Wonderland 12/8/17: Karen Matthews and Elizabeth Shen

* Volunteer Update –all in good order.
* Great items to raffle and auction. Over $1500 generated in pre-orders thus far.
* Flyer will go home today with updated items!

1. Ice Cream Social
2. Library Volunteers – ongoing – Mrs. Yocum is managing
3. MCC Rep. Report – Bylaw review took place at the last meeting-a report for suggested changes will be presented soon.
4. Outdoor Sign: Julie Novia - ongoing
5. Post Prom Support – Andi Taoso is requesting volunteers to decorate 1-2 bathrooms for Post Prom- Theme is movies. A general meeting will be planned. Minimum 5 volunteers needed.
6. Science Fair 02/21/18

* Tommy Avelar is contacting Science Explorers to confirm that a free assembly will be given the evening of the science fair.

1. Spirit wear: Scheduled for Holiday Craft Night
2. Staff Luncheon: Katie Shireman
3. Student Directory: Kathleen Bacon
4. Variety Show
5. Welcome Wagon: ongoing for new families. Office handles this with Tommy Avelar.
6. Yearbook - Melissa Bower

* Discussed free custom cover option. Proposed an art contest for the students to design a custom cover open to 4th graders. Can accept one piece of art on the front and several for the back. Discussion around theme. It would be presented as a cover contest to be voted on.
* Timeline – extended to Jan. 30th. Mrs. Euker will run this as a 4th grader art class project. Mrs. D. will pick top 10 and then students will vote. All entries need to be submitted by Jan. 23rd for processing.
* 4th graders will get a free advance copy of the year book.

1. New Business

* Home & School does not need to pay for nurses for field trips. The school nurse reviews the needs of students on a field trip and requests a parent to attend if necessary. If the parent cannot, the school provides the nurse.
* Laser light show – Laurie will represent Woodland
* Teachers birthdays-low dollar value out of classroom budget to recognize the teacher on their birthday
* Cancelling Reading Royals. Will reevaluate for next year.
* Ice skating event planned for March 9th – got feedback from general membership. Event will be canceled in lieu of numerous other events planned. Will forfeit 50$ deposit.

1. Closing

Our next meeting is changed from Wednesday, January 10, 2018, at 9:15AM in the LGI to January 3rd at 7:00 pm in the Library. Hope to see you there!

The foregoing draft minutes are submitted for approval on December 6, 2017

Laurie O’Neill

Board Secretary