



# WESTERGARD PTO

## MEETING MINUTES

<b>LOCATION:</b>	Westergard Library
<b>DATE:</b>	09/10/2024
<b>ATTENDEES:</b>	See attendance sheet
<b>TIME:</b>	3:30 pm – 4:30 pm

### AGENDA ITEMS

#### Call the meeting to order

Meeting was called to order by Will Burrows and seconded.

#### Welcome to PTO

Will welcomed everyone to the meeting and introductions were given by those in attendance. Will discussed the purpose of PTO including fundraising, art lessons, and community events.

#### Principal Update

John Stern gave a welcome and discussed his appreciation for the tight knit community of Westergard and for the support of the PTO, parents, and teachers.

#### Event Summary

Will discussed needing volunteers and committees to support PTO hosted events. Cookie Dough Fundraiser starts this month, proceeds contribute to half of PTO's annual fundraising. Teacher Appreciation week will be in October. Trunk or Treat in October, plan to ask for parents to donate candy. Shake Hands with a Hero in November, Veterans come into the school. Santaland will be getting a makeover this year, changing to a book fair. Restaurant nights throughout the year are being planned. Glow Dance, Bingo Night, and the Talent Show will be in the spring. Fun Run to be hosted by PTO and volunteers, no longer with Booster company. Principal Stern mentioned he is also working to partner with local businesses including British Swim Club and Jamba Juice.

#### New Board Member Vote

Rebekah Haferd nominated as the Fundraising Chair, PTO Board Member. Motion passed.

#### Budget Update

- a. Kim discussed the goal to fundraise \$25,000-\$30,000 through the two main fundraisers. Budget is \$55,000 for the year. If fundraising falls short, we have a reserve fund.
- b. Each teacher is now allocated \$500 per year. Teachers expressed thanks for the increase in funding.
- c. Special funding requests for over \$400 will be voted on in the general meetings.
- d. Vote for special request for \$500 PAWS card expense submitted by the VBIS committee. Special request approved.

### **Fundraising Summary and Update**

Rebekah discussed she has formed a committee for fundraising. Several committee members have backgrounds in fundraising.

### **Panda Express Night**

Thursday, September 19th is the first restaurant night. Fliers and announcements will be distributed.

### **Cookie Dough Dates and Update**

- a. Tami discussed the Cookie Dough fundraiser that starts this week. Information will be handed out in classrooms. Mr. Stern will show a video at the end of the week. Orders can be done online or via paper, do not do both. Cookie Dough delivery is October 29th. Three catalogs will be available to order from this year.
- b. Need Signup Genius volunteers to help with distribution on October 29th.
- c. Need Signup Genius volunteers for lunch time for prizes.

### **Trunk or Treat Dates and Update**

- a. Will discussed the date is tentatively 10/24 or 10/29. Plan to ask for parents to donate candy. Amber will check with Billinghamurst and McQueen if able to host a Thursday night event.
- b. Need Signup Genius, flier, and to finalize date

### **Teacher Appreciation Week Dates and Update**

- a. Amber discussed PTO holds three appreciation weeks during the school year.
- b. Amber will send out Signup Genius on October 14th for parent volunteers.

### **Santaland Planning, Dates and Update**

Amber is researching options for a book fair. Plan to consider having a volunteer Santa, holiday movie, cocoa, and possibly gift wrapping. Dani mentioned we have previously used Grass Roots for a book fair.

### **Art Program Update**

- a. Will discussed he preps art lessons and drops off for teachers. Teachers can use at their own pace.
- b. Arts for Nevada is returning to work with the older grades. Will is going to ask Arts for Nevada to do a few sessions for the younger grades.

### **Questions, Comments, and Concerns**

- a. Angela asked for the Talent Show to be on March 14th or April 11th versus a tentative date of April 25th. Last year the Talent Show was in May. Attendees discussed they prefer to avoid May due to multiple activities in May.
- b. Teachers prefer fliers by Friday morning.
- c. PTO newsletter may return this year.
- d. There was a request during the meeting to please avoid having any food in the PTO storage room. There was a mice problem last year.
- e. A parent asked how to find volunteer opportunities. Discussed to look for weekly emails for volunteer opportunities and Signup Genius links, [www.georgewestergardpto.org](http://www.georgewestergardpto.org), Westergard PTO facebook page and George Westergard Elementary School facebook page.

### **Adjournment / Next Meeting Date and Time**

Next General Meeting October 22nd at 7pm, location TBD. Vote to adjourn. Motion passed.