

# Washington Elementary PTO 2024-2025

## November Meeting Minutes

October 22, 2024 - 7:00 pm / PTO Meeting / Meeting called by Nikki Kilbane

### **Board Members:**

President - Nikki Kilbane / Vice President - Sarah Myers / Treasurer - Erin Miller / Assistant Treasurer - Pauline Puttmann / Secretary - Stacey Glatz / ISPTO - Tara Roe and Erin Howell / Teacher Liaison - Kelly Riley

### **Attendees:**

Monica Campana, Nikki Kilbane, Stacey Glatz, Sarah Myers, Pauline Puttmann, Melissa Tackett, Amanda Jenkins, Lauren Giffin, Bry Ferrell, Allison, Garcia, Katie Rings, Jenny Wilks, Rachel Abouhassan, Megan Combs, Anne Davis, Mandy Kanzigg, Erin Howell

### **Agenda:**

1. **PTO meeting called to order by Nikki Kilbane at 702pm**
2. **Veterans Day Honoree**
  - November is Military Family month
  - We are a purple heart school
  - Mrs. Tackett and Mrs. Jenkins honored the Edward's Family in person - we are so happy that they came to the meeting!
  - All other families that have students connected to the military will be honored later this month
  - These students have the option to be part of lunch bunch where they meet, have lunch and just be together with other students that also have a military connection
3. **Principal Update**
  - What's Been Happening:
    - Town Hall was focused on Being a Self-Advocate and a Passion for Growth
    - The book fair was amazing - thanks for the support!
    - Parent/teacher conference were very successful
    - The Veterans day celebration on 11/11 was wonderful - thanks fo Mrs. Tackett, Mrs. Jenkins, Mrs. Kennedy and all other staff who helped support the event

- Kindergarten enjoyed their author visit last week
- Coming Up Next:
  - School wide Bingo will be on Tues, Nov 26th as a reward for such a successful Walk-a-Thon
  - December is busy!
    - STAR Testing
    - Musical Performances from Davidson and Weaver
    - Classroom Celebrations
    - Winter Luncheon
    - Town Hall with Silly String a Teacher and more!
  - Focus on attendance - our building goal is to go from 73% to 82% of students with missing fewer than 10 days per year
    - We have 9% of students who have missed a high # of school days already this year.

#### **4. PTO Mission Statement**

- Keep thinking about this! We are in the process of checking the by-laws and rules about adding or changing a mission statement for our PTO
- Look for a vote coming soon!

#### **5. Committee Updates**

- Spirit Nights
  - 32 jumpers for the Rock & Jump (Nov 14) fundraiser raising \$160 - we are hoping to have another later this spring...bring a friend - they count for our fundraiser too!
  - Possible restaurant spirit night in Dec is pending - look for details coming soon
- Spirit wear
  - We have found a company that we would like to use and are still setting up details
  - This company will allow us to sell all year around instead of having special sales throughout the year. We will also be able to continue to upload our own designs and items can be shipped directly to your home for faster and more efficient sales.
  - Mr. Stevens is looking to possibly have a contest for the 5th graders for a t-shirt design
  - Stay tuned for details coming soon!
- Winter Luncheon (Friday, Dec 20)
  - Invites and RSVP's have been sent home (51 teachers, 465 students so we are looking for a total of 516 RSVP's to come back)

- We will be ordered food again from Panera
  - Students lunches are FREE (and will have 3 options to choose from)
  - Parent lunches are available for purchase for \$15 (and will have 3 options to choose from)
- VIP guests will be moved from location to location throughout the school in order to make for a more efficient event. Families will have time in the art room to look at the candygrams, in the IDC to spend some time with Wolfie, pick up their food and time in the gym to eat lunch
- 5th graders want to raise funds for their class parties, yard signs and a gift to be given back to Washington. They have decided that they want to sell candygrams at the event as well as sing for each lunch group.
- We need help setting up and decorating and also a lot of hands for the event itself. Look for a sign up genius coming soon!
- Room Assistants
  - Check your emails soon for an email regarding working with your teachers and your winter class parties
  - Spring baskets were also discussed
    - We will have an online bid option this year
    - We will be getting the baskets together MUCH earlier this year
    - We will also have some baskets available for raffle instead of silent bidding
    - Mr. Stephen's will be making a popcorn bowl for each class
- Publishing shop
  - Mrs. Chamberlain had a book party last month!
- ISPTO
  - The levy passed!
  - Don't forget that these meetings are open to the public - stop by anytime!
- Wolfie Way Breakfasts - we have volunteers scheduled to purchase and deliver food each month as well as set up and clean up for each event - thank you!
- Chiller - Jan 17
  - Skates and admission is \$4 per student - PTO charges \$5 for prior registration and \$6 at the door. This has typically covered the additional ice cost
  - Ice cost has increased 3x what it used to be - \$710 this year. This is NOT a fundraising event, however we are looking to be a bit closer to breaking even - we will increase the price per skater to \$8 for one skater, \$15 for 2 - CASH ONLY at the event
- Glow Party - Feb 21 from 6-8pm

- Nikki will be in touch soon to start planning - please contact her if you are interested in joining the planning committee

## 6. Treasurer's Report

- We are still waiting on some corporate matches from the Walk-a-thon - some many not come in until the spring
- Field trips have been coming in under budget
- We raised \$156 from the Chipotle spirit night
- Artist and Community funds
  - We already have 2-3 large school mosaics being made by students this spring (using \$500 of the \$3000 budget)
  - Laura Numeroff author visit has been scheduled for May (author of the book series *If You Give a Mouse a Cookie*)
    - This will be a school wide event and each classroom will get an in person experience with the author (experience will differ depending on age)
    - The cost for this was \$3000 plus hotel and airfare. The Principal's fund budget line will cover the hotel and airfare. We are still over budget by \$500
    - Motion to increase the artist and community fund by \$500 called by Nikki Kilbane
      - 1st: Lauren Giffin
      - 2nd: Jenny Wilks
      - All in favor, no one opposed
- Teacher Appreciation
  - Ideas for coming up teacher appreciation are bathroom baskets for the staff restrooms

## 7. Last Month's Minutes

- Motion to approve last month's minutes made by Nikki Kilbane
  - 1st: Katie Rings
  - 2nd: Jenny Wilks
  - All in favor, no one opposed

## 8. Final Items

- No PTO meeting in December

## 9. Questions

- Can teachers make wish lists on Amazon?

- Room assistants can speak with teachers and gather list items and then send out a sign up genius with requests if you'd like to donate to the classroom - NO MONEY!

**10. Adjournment**

- Motion made by Nikki Kilbane to adjourn the meeting
  - First: Sarah Myers
  - Second: Lauren Giffin
  - All were in favor/ no one opposed, the meeting was adjourned @ 805pm
  - Next PTO Meeting will be Tuesday, January 28th in the IDC at 7pm

\*\*\*If you would like to be a volunteer with programming within the school or with the PTO, you will need a volunteer badge. You can register here: [Secure Volunteer | Get Started Now](#)

**2024-2025 PTO Meetings**

All PTO meetings will be held in the IDC from 7:00-8:00 pm. Meeting dates are:

- August 27th
- September 24th
- October 22nd
- November 19th
- January 28th
- February 25th
- March 25th
- April 29th

**Event Calendar 24/25**

<b>August</b>	<ul style="list-style-type: none"> <li>● 19: Wolfie Welcome Day 4:30-6 p.m.</li> <li>● 21: First Day of School</li> <li>● 27: PTO Meeting, 7 p.m.</li> </ul>
<b>September</b>	<ul style="list-style-type: none"> <li>● 2: No School, Labor Day</li> <li>● 24: PTO Meeting, 7 p.m.</li> <li>● 27: Fall Social 4-6:30 p.m.</li> </ul>
<b>October</b>	<ul style="list-style-type: none"> <li>● 11: Walk-A-Thon- during school day</li> <li>● 18: No School; Central Ohio In-Service Day</li> <li>● 22: PTO Meeting, 7 p.m.</li> </ul>
<b>November</b>	<ul style="list-style-type: none"> <li>● 5: No School; Professional Learning Waiver Day</li> <li>● 7: Parent Teacher Conferences</li> <li>● 19: PTO Meeting, 7 p.m.</li> </ul>

	<ul style="list-style-type: none"> <li>● 27-29: Thanksgiving Holiday</li> </ul>
<b>December</b>	<ul style="list-style-type: none"> <li>● 20: Winter Luncheon</li> <li>● Class parties – determined by Classroom teacher</li> <li>● 23-31: No School; Winter Break</li> </ul>
<b>January</b>	<ul style="list-style-type: none"> <li>● 1-3: No School; Winter Break</li> <li>● 17: Chiller Ice Skating Party, 4:40- 6:40 p.m.</li> <li>● 20: No School; Martin Luther King Day</li> <li>● 28: PTO Meeting, 7 p.m.</li> </ul>
<b>February</b>	<ul style="list-style-type: none"> <li>● 13: Winter Conferences</li> <li>● 14: No School; Parent-Teacher Conference Comp Day</li> <li>● 17: No School; Presidents Day</li> <li>● 21: Glow party</li> <li>● 25: PTO Meeting, 7 p.m.</li> </ul>
<b>March</b>	<ul style="list-style-type: none"> <li>● *family game night/bingo night</li> <li>● 25: PTO Meeting, 7 p.m.</li> <li>● 31: No School; Spring Break</li> </ul>
<b>April</b>	<ul style="list-style-type: none"> <li>● 1-4: No School; Spring Break</li> <li>● 18: No School</li> <li>● 29: PTO Meeting, 7 p.m.</li> </ul>
<b>May</b>	<ul style="list-style-type: none"> <li>● 5: Spring Social</li> <li>● 6: No school</li> <li>● 26: No School; Memorial Day</li> <li>● 29: Field Day, 28 (back up)</li> <li>● 30: Last day of School</li> <li>● *Need a date for the summer meet up</li> </ul>

### **2024-2025 Committees**

- Most committees would love help from anyone interested in lending a hand. All commitments can be as much or as little as you're comfortable - all help is appreciated!

Golden Paw Pass Auction	Pauline Puttmann Erin Howell will shadow
Fall Social	need a lead
Walk -a- thon	Katie Rings, Emily Todd
Spirit Wear	Molly Hecht
Conference Week Food Coordinator	Tara Roe

Winter Luncheon	Tara Roe, Lauren Giffin, Danielle Zakrajsek, Erin Howell
Chiller Skate Party	Rachel Abouhassan
Glow Party	Nikki Kilbane / Stacey Glatz
Spring Social	need a lead
Spring Social Auction	Jenny Wilks (?) / Erin Howell (software)
Washington Gives Back	Lauren Giffin, Molly Hecht
Stock the Clinic	Erin Miller
Flower Sale	Erin Miller, Bry Ferrell (look for a third person for the following year)
Spirit Nights	Kathleen Waltman (need a shadow) (add Rockin Jump)
Outdoor Movie Night/Summer Meet up	Sarah Myers
Room Assistant Coordinator	Stacey Glatz / (Rachel Abouhassan shadow)
Staff Appreciation Week	Erin Miller & Kelly Riley (need additional help)
Publishing Shop	Pauline Puttman / (Danielle shadow)
Promotions lead PTO Facebook Page/ Instagram/ flyers	Tara Roe
Winter game or bingo night	need a lead
Blurbs to Monica, running google doc.	Nikki Kilbane
Check PTO Email Regularly (secretary)	Stacey Glatz
5th Grade Sign Coordinator, end of year celebration	Stacey Glatz / Nikki Kilbane
Field Trip Funds Coordinator (treasurers)	Erin Miller / Pauline Puttmann
Communications lead for	

teachers - works close with Kelly Riley	
--	--