

Washington Elementary PTO 2024-2025

January Meeting Minutes

January 28, 2025 - 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, Pauline Puttmann, Erin Howell, Erin Miller, Kelly Riley, Rachel Abouhassan, Bry Ferrell, Katie Rings, Lauren Giffin, Danielle Zakrajsek, Mandy Kanzig, Megan Combs, Jenny Wilks, Anne Davis

Agenda:

1. PTO meeting called to order by Nikki Kilbane at 705pm

2. Principal Update

- What's Been Happening:
 - With all the kids and staff being inside due to cold temps, the flu is spreading around Washington
 - The Winter Luncheon was a HUGE success!
 - The final count for the 5th grade fundraising efforts is \$1770!!!
 - Teachers have been working on mid-year assessments, moving forward in the curriculum, and having virtual field trips and special guests that expand on the curriculum
 - Mr. Webb has left Washington for a new job opportunity and we have a new secretary starting next week - Mrs. Melinda Dennis! She comes to us from Davidson HS - welcome to Washington!!!
- Coming Up Next:
 - 3rd grade is headed to Anthony Thomas on February 4th
 - World Read Aloud Day is February 5th
 - Parent/Teacher conferences is the week of February 10th
 - OELPA testing for our English Language Learners kicks off in February
 - Planning for the 2025-2026 school year will begin soon
 - Washington Family Literacy Night - February 26th at the Hilliard Library from 530-7
 - Take and make crafts in the atrium

- The 3-5th grade choir will perform
- Wolfie scavenger hunt
- Raffles
- And more!
- Military-Connected Students have been invited to say the Pledge of Allegiance at Military Signing Day on March 11th
 - Military Signing Day is the day that Hilliard students who have committed to the military are honored
 - Hilliard school district has one of the largest populations that commit to the military every year

3. Committee Updates

- Spirit Nights
 - We are working for a spirit night in February - stay tuned!
- Spirit wear
 - The company that we found turned out to produce poor quality product
 - We have decided to go back to the drawing board on a new company
 - For now, we will use one of the companies that we have in the past so we can get a sale going asap
 - Stay tuned for details coming soon!
- Chiller
 - We had 336 skaters! This event is a fun family event, not a fundraiser. Due to higher ice costs, we have lost money the past couple of years. This year, we decided to increase the prices by just a couple of dollars.
 - We ended up making \$321 this year and all the participants had a blast!
 - Due to the popularity, we may book for next year already so we can secure the date
- Publishing Shop
 - No updates but book covers were sent home with volunteers so that books are ready for teachers for the spring
- ISPTO
 - Jan meeting was cancelled due to the cold temperature and school closures
 - Next meeting is Feb 18 @ 630 @ Bradley in the media center. This meeting will feature Alex Beekman who is a Hilliard grad and speaks about emotional health and wellness of all students. His discussions have been very popular in the past.
 - ISPTO meeting are open to the public - feel free to take part!
- Wolfie Breakfasts
 - These are going very well

- Erin and Bry are signed up to help for the next breakfast
- Volunteers are concerned that we may go over budget in the last month so we will need to keep an eye on spending
- We need Wolfie volunteers! Anyone can do it - and while it's hot, it's really fun!
- Conference Night Dinners
 - Working with Aramark again - be on the lookout for sign ups coming soon for snack and beverage donations
- Glow Party
 - Committee will meet right after this meeting to discuss details
 - This event will be on Friday, February 21 from 6-pm
 - We will have a glow give-away for each child plus other glow items and snacks for purchase. Like the Chiller event, this is a family fun event, not a fundraiser.
 - We are going to spread out this year, having games, crafts, etc. in other rooms besides the gym so the event isn't as stimulating as it was last year. Look for more details soon!
- Flower Sale
 - Sale will take place between March 5-19 with flower delivery on May 12 @ 345. Pickup will be the same day. Be on the lookout for sign ups to help volunteer to sort flowers!
- Spring Auction/Spring Social
 - We will be using an online platform for the auction this year to enable everyone a chance to see and bid on the baskets (the same platform that we use for Paw Passes in the fall)
 - This year, Mr. Stevens will be having each class make a popcorn bowl to auction off as well as the baskets
 - We will be adding a separate raffle for some baskets as well. Raffle tickets will be sold at the event and families can use them to enter and win select baskets
 - We will have many activities at the Spring Social, book fair, art show, community tables, 4th grade family folk dance, etc.
 - The 3rd grade wolfpack as met and will be offering ideas to add to this event
 - The event will be from 430-630 with food trucks staying until 7
 - Stay tuned for more details!
- Room Assistants
 - Emails will be going out in February for details for the spring baskets
 - Info won't go out to parents for donations until March

- Just a reminder that we should NEVER be accepting money in any way from parents (including Venmo, cash, check, etc.). The only exception to this is a gift card, however we CANNOT use this gift card to spend on any items. More details about this will be coming in the spring basket email.

4. Treasurer's Report

- Winter Luncheon came in \$391 under budget
- Chiller made \$321
- We collected money from families for the 3rd grade field trip

5. Questions

- Will there be a sign up genius for desserts for the late conference night?
 - Yes, Rachel made the one in Nov and will re-create one for Feb
- Is there a tax form on the website for business donations
 - No, but Pauline can get one for you from PTO
- Lauren asked for Winter Luncheon feedback
 - We need to continue to have 2 people at the check out table
 - What can we do to make sure students only bring ONE parent and DO NOT bring younger siblings?
 - Probably nothing more than what we are doing. This may just be an ongoing issue that we need to deal with on a case by case basis
- Is there a way to move the date some years? If parents are teachers in other schools, they are not allowed to take the day before break off and therefore are not able to ever attend the luncheon
 - This will be looked into each year
- Is there anyone who wants to shadow the treasurer position?
- There are many positions on the board and committees that will be vacant next year due to students being in 5th grade, PTO members moving on and balancing commitments. Please find a committee and/or board member if you are interested in shadowing or learning more about any of these before elections in April.

6. Last Month's Minutes

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

7. Adjournment

- Motion made by Nikki Kilbane to adjourn the meeting
 - First: Bry Ferrell
 - Second: Rachel Abouhassan
 - All were in favor/ no one opposed, the meeting was adjourned @ 806pm
 - Next PTO Meeting will be Tuesday, February 25th 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

August	<ul style="list-style-type: none"> ● 19: Wolfie Welcome Day 4:30-6 p.m. ● 21: First Day of School ● 27: PTO Meeting, 7 p.m.
September	<ul style="list-style-type: none"> ● 2: No School, Labor Day ● 24: PTO Meeting, 7 p.m. ● 27: Fall Social 4-6:30 p.m.
October	<ul style="list-style-type: none"> ● 11: Walk-A-Thon- during school day ● 18: No School; Central Ohio In-Service Day ● 22: PTO Meeting, 7 p.m.
November	<ul style="list-style-type: none"> ● 5: No School; Professional Learning Waiver Day ● 7: Parent Teacher Conferences ● 19: PTO Meeting, 7 p.m. ● 27-29: Thanksgiving Holiday
December	<ul style="list-style-type: none"> ● 20: Winter Luncheon ● Class parties – determined by Classroom teacher ● 23-31: No School; Winter Break

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

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	