

Westowne Elementary PTA Meeting Minutes  
February 10, 2015

Present: China Williams, Jessica Brown, Stacie Lauer, Justine Stull, Shandra Patrick, Judy Robey, Jen Nyland, Becky Bass, Jenny Zwarich, Maura Hill, Sam Thompson, Caitlin Bittinger, Amanda Ferragamo, Laura Blank, Kecia Johnson, Amy Houghton, Robin Smith, Leslie Morris, Naseem Skaarenborg, Rebecca Prince, Peter Jackson, Melody Higgins, Tracy Horch, Debra Wright, Denise Avara, Dannielle Neral, Lori Kleppin, Melissa Pound, Melodie Hagner-Salava

Meeting called to order by China Williams at 7:07 pm

January minutes approved as written.

President's Report: China Williams

1. PTA protocols to remember
  - a. PTA membership required to conduct PTA business
  - b. President has to sign agreements
  - c. Use the PTA's school address for mailing; don't send things to your home address
2. Line item added for technology from Fall Fest Pie in the Face funds—membership approved
3. 5<sup>th</sup> Grade Committee budget to \$3700—membership approved
4. After school clubs
  - a. Hope Riley organizing clubs and running Chess
  - b. Lara Mellendick running a second Lego Robotics
  - c. Dave Brelsford also training Joe Riggieri for future classes
  - d. 2 extra kits purchased; over 30 students participating in Lego clubs this session
5. Catonsville Women's Giving Circle
  - a. Grant writing period begins soon, through August
  - b. Need a volunteer interested in grant writing

Secretary's Report: Justine Stull

1. Membership
  - a. 183 members
2. Art to Remember
  - a. Run by Mrs. Albert in March
  - b. Proceeds to benefit art education at Westowne
  - c. Art projects completed at school and submitted to Art to Remember
  - d. Items can be ordered by friends and family featuring each child's art: mugs, flags, totes, cell cases, etc.

Vice President's Report: Jessica

- a. \$970 Box Tops
- b. \$1300 Giant
  1. Runs through March 19th

Market Day: Rebecca Prince

1. Needs a second set of hands due to Market Day no longer sending a representative to help
  - a. Naseem offered to help
2. Market Day will continue to process payments

Claire's Gourmet: Becky Bass & Jen Zwarich

1. Running now though March 2

Literature Night: Maura Hill

2. Think Globally, Learn Locally: 6:00 – 8:00
3. Steady flow of interest and sign ups
4. Still need volunteers for multicultural fair tables, 3 breakout sessions for classroom activities
5. Indian performers cost \$650
6. Already has 6 middle school volunteers; older siblings of Westowne students may also attend
7. Pizza sale run by Tashiba Pryor and other 5<sup>th</sup> grade parents
  - a. Proceeds to benefit 5<sup>th</sup> Grade Committee

Book Fair: Melody Higgins

1. Requests K-5<sup>th</sup> grade book donations for students who do not have funds

Treasurer's Report: Stacie Lauer

- a. \$4364.13 revenue for the month
- b. \$1078.05 expenditures for the month
- c. \$14,330.36 total available funds
- d. \$212.02 PJ Day

Principal's Report: Mrs. Patrick

1. Thanks for assemblies
2. Thanks for field trip subsidies (\$4 per student)
3. New building ground breaking around Spring Break
  - a. Will communicate influence to parking, fire drills, fencing of portions of grounds
  - b. Lower playground will be available
  - c. Working to keep small playground throughout school year but will eventually need to be moved
4. Parent Perception Survey came home via folders and due this Friday
5. BCPS Stakeholders Survey online
  - a. Results shared with Westowne
  - b. Can take survey for multiple schools and roles (i.e. parent/teacher)

Movie Night: Maura Hill

1. Will run a final event in April
2. Proceeds from concessions to go to 5<sup>th</sup> Grade Committee

Meeting adjourned at 7:31

5<sup>th</sup> Grade Committee Chair: Lori Kleppin

1. Literature Night Pizza Sales
  - a. Headed by Tashiba Pryor – 5<sup>th</sup> grade parent
  - b. Needs additional volunteers
2. Movie Night Concessions (April 24<sup>th</sup>) to benefit 5<sup>th</sup> grade
3. Chipotle – April date pending
  - a. Chick-Fil-A suggested as another option if Chipotle rejects request
4. Oriole Night – Needs chair
  - a. Team includes Farrah Campbell
5. Philly Fieldtrip

- a. Possibly May 1st
- b. Teachers working on bussing and Independence Hall reservations
- c. Out of state trips need to be approved by assistant superintendent
- d. \$25-30 per student family contribution
- e. \$500 in scholarship funds for students identified by teachers
6. Has 5<sup>th</sup> Grade Committee notebook should any event chairs want to reference it

Communications: Melody Hagner-Salava

1. Facebook, Google group, the PTA Blast
2. Mrs. Patrick suggests relying on flyers as the primary way to share information
3. Also working with Room Parents to request parent email addresses
  - a. Must have signed permission
4. To share info regarding parent participation and upcoming events at 5<sup>th</sup> Grade Winter Concert?

Principal's Report: Mrs. Patrick

1. Recognition Ceremony generally runs 2<sup>nd</sup> to last day of school
  - a. End of school year pending; influenced by closures
2. Generally provide 2-3 tickets per family
3. Reception held outside; tents needed
4. Teachers support running of contest for cover of Memory Book, cover of program, and front of t-shirts
5. T-Shirt Chair (Rebecca Prince) needs to work with Mr. Landel
  - a. Four class colors for fieldtrip and Field Day from Mr. Prem
6. Additional parent volunteers are welcome to contact the PTA or event chairs to help

Recognition Ceremony: Melody, Naseem, and Leslie

1. Welcome idea for 5<sup>th</sup> grade gift to Westowne

Memory Book: Naseem and Leslie

1. To pursue best method to acquire parent permission for use of photos
2. Cover art contest to run soon enough for t-shirts to be ordered
3. Finish date by June 1 so students can get classmate's signatures