

## West Bay Elementary School PTO Meeting Minutes

Date: Monday, October 5, 2020

Location: Remote meeting via ZOOM

Board Attendees: Mikhala Fehringer (President), Amy Snodgrass (Vice President), Lisa Fochler (Treasurer), Melissa Erdei (Secretary), Savannah Garvey (Community Liaison), Jen Coltvet (Principal)

Parent Attendees: Nicole Schlueter, Danisha Hurst, Katy Bode, Kate Parsons, Crystal Swafford

Next Meeting: Monday, November 2nd at 6:30 pm via ZOOM

Previous meeting minutes submitted via email to parents by Melissa Erdei, Secretary

6:30 pm - Meeting Called to Order

- I. **Welcome & Introductions** – Mikhala Fehringer
  - a. Mikhala Fehringer, President, welcomed everyone and thanked them for joining the meeting.
  
- II. **Approval of Minutes** – Melissa Erdei
  - a. Katy Bode made a motion to approve and accept the minutes. Danisha Hurst seconded the motion. The motion was approved.
  
- III. **Acceptance of Treasurer's Report** - Lisa Fochler
  - a. Expenses – PayPal fees, maintenance fees to service staff lounge ice machine, discretionary funds, Fun Run t-shirts and corporate sponsor banner, yearbook supplement, playground artwork fees
  - b. Income – Corporate sponsorships, Freddy's Family Fun Night , West Bay apparel purchases, Baker's rewards, school directory purchases, yearbook income
  - c. Danisha Hurst made a motion to approve and accept the treasurer's report. Nicole Schlueter seconded the motion. The motion was approved.
  
- IV. **Officer and Principal Reports**
  - a. President – Mikhala Fehringer
    - i. Playground artwork is complete. Photos will be shared on the FB page.
  - b. Vice President – Amy Snodgrass
    - i. Still have not had a GOAL meeting; may have one at the end of the month via ZOOM but it has not been scheduled yet.

- c. Secretary – Melissa Erdei
  - i. Encourage fellow parents to follow the West Bay PTO Facebook page to stay updated on upcoming events. Have anyone that is not receiving PTO emails reach out to be added to the list.
- d. Community Liaison – Savannah Garvey
  - i. Could still use some help with morning drop-off if anyone is interested in helping.
- e. Principal - Jen Coltvet
  - i. The school year is going really well given the circumstances. Inside the building things are pretty normal except for wearing masks. Thanks to the staff and parents for all of their continued support.

**V. Old Business**

- a. Bengal Fun Run- Amy Snodgrass- \$10,495 gross, net was \$10,354.87 after expenses. Overall the event was a success given the unusual circumstances of the year.
- b. Apparel- Mikhala Fehringer- \$2,068 in sales so far this fall. This is all previous inventory; we are getting low on inventory now. Suzi Hoeft and the PTO are looking for a volunteer(s) to take over apparel sales next year.
- c. Conference Meals- Savannah Garvey & Maria Michaelis- Went well, we were not able to utilize any parent donations this time around so meals were catered from Jimmy John's and Chipotle; teachers seemed to be very appreciative.
- d. West Bay Beautification- Danisha Hurst- Special thank you to Boy Scout Pack 736 for all of their hard work pulling weeds, picking up trash, yard waste and tree branches.

**VI. New Business**

- a. PTO Contributions- Mikhala Fehringer- Playground artwork on the concrete in the back of the school is now complete. Each class has received an outdoor recess bag that includes balls, frisbees, etc. The PTO is working to create indoor recess bags for each classroom as well.
- b. Halloween Parties- Mikhala Fehringer- Will be held on October 30th, PTO will be providing the snack. No parent volunteers will be allowed this year and teachers will facilitate their own parties.

**VII. Committee Reports**

- a. Corporate Sponsorships- Mikhala Fehringer- The banner has been created to display at school events

- b. Teacher Appreciation- Kate Parsons- This year we are trying to spread out appreciation events instead of everything being held during one week in the spring. Yano's Nursery donated 72 mums for each West Bay teacher and staff member, these were distributed last week. Looking into doing "take & bakes" for November right before Thanksgiving, looking into the possibility of creating a coffee bar as we have done in the past.
- c. Yearbook- Mikhala Fehringer- Order one today if you haven't already
- d. Collections- Mikhala Fehringer & Danisha Hurst- Baker's Community Rewards program, TAGG, please sign up for these programs today if you have not already, TAGG includes services, not just restaurants
- e. Family Fun Nights- Mikhala Fehringer- \$490.48 earned from Chipotle, \$250.00 earned from Freddy's
- f. Conference Meals- Mikhala Fehringer- This year staff/teacher meals will need to be individual portions. \$1000 currently is budgeted for this event. The current budget will allow for more to be spent if needed.
- g. Scholarship- Nicole Schlueter- Scholarship is now set up with the Elkhorn Public Schools Foundation, going forward it is available to any 5th grader graduating from any Elkhorn high school that finished 5<sup>th</sup> grade at West Bay Elementary , academic success, write a 500-word or less essay to apply, an anonymous donor matched the \$5,000 donation to make the total amount \$10,000. The scholarship amount (\$500 this year) can be changed from year to year.

#### **VIII. Questions or Comments**

- a. The question was asked about upcoming school pictures and if ordering would be online this year.
- b. The question was asked if there was enough overall participation with the Virtual Fun Run for students to be rewarded with a Pajama Day. Although we technically did not have enough families participate, there was discussion about giving it to the students anyway. Jen Coltvvet said this is a possibility.

Danisha Hurst made a motion to adjourn. Maria Michaelis seconded the motion. The meeting was adjourned at 7:24 pm.

Upcoming Dates:

Monday, October 12<sup>th</sup> - Elkhorn Public Schools board meeting  
 Tuesday, October 13<sup>th</sup> - FFN at Pickleman's/Elkhorn 5-8 pm  
 Friday, October 23<sup>rd</sup> - NO SCHOOL- Teacher In-service  
 Friday, October 30<sup>th</sup> - Halloween Parties

Monday, November 2<sup>nd</sup> - PTO meeting at 6:30 pm via ZOOM  
Monday, November 9<sup>th</sup> – Elkhorn Public Schools board meeting  
Tuesday, November 10<sup>th</sup> – FFN at Oscar’s 5-9 pm  
Wednesday, November 25<sup>th</sup> – One hour early dismissal at 2:06 pm  
Thursday & Friday November 26 & 27<sup>th</sup> – NO SCHOOL – Thanksgiving Break