



Meeting Minutes- Whipple Heights Parent and Teachers Organization

2021-2022 School Year

March 10, 2022

Call to order

6:04pm by Kent Witters, Approved by Tracey Evans

Attendees included: Kent Witters, Alison Witters, Tracey Evans, Danielle Hugg, Tracy Smith, Nathan Alterio, Lisa Wagner, Erica Mytinger, Rebecca Paliswat, Shannon Collin, Erin Katusin, Rachel Taylor, Shane Taylor

New business

2021-2022 PTO Budget

- Treasurer's report reviewed and approved
- Popcorn Machine: Volunteers needed every other Friday to pop popcorn in the morning and then clean up later in the afternoon. Machine will also be used for "special days" where students will get popcorn. Volunteers needed for March 25. Discussed putting popcorn in Bosco Cheese stick bags for serving. *Past Discussion:* Popcorn machine approved to be used as a teacher "gift" PTO will provide supplies. The machine will be kept in teachers' lounge.
- 2022-2023 PTO Board Nominations took place. Rebecca Paliswat will reach out to each nominee to confirm their acceptance before the voting will take place.

Events

- **Volunteer Liaison** – Rebecca Paliswat. *Past discussion:* Flyers were sent home with each student at the beginning of the year in order to build a volunteer distribution list for events throughout the school year. Only 30 email addresses were obtained. PTO discussed a better approach to reaching out to all parents throughout the year. Ideas: create a PTO Remind channel; Use Sign Up Genius and distribute through Remind for each event.
- **Family "Kick-Off" Field Day:** This event was canceled due to COVID restrictions. Kent Witters to Chair the committee. Event Date Sept. 8, 2021. Budget could range from \$2500-\$3000. Budget could change depending on donations/discounts from the vendor. Discussion included mentioning Pfeiffer had a snow cone machine that we might be able to borrow and carnival themed items owned by the PTO in the past but since donated however could possibly be borrowed back for this event. **Canceled**
- **Walk a Thon:** Final total raised, \$22,805.41. Students participating in the Walk a Thon requested popsicles for the future. Breaking ground for new buildings will begin in the spring so the walk needs to happen now. Thursday October 14 with a rain date of Friday October 15. Limo ride will be postponed to the spring. Moving forward there will be five themes for the Walk a Thon so we are able to rotate through them with each grade having the opportunity to experience each theme during their time at Whipple. This year will be a Superhero theme with prizes including a fidget, water bottle, t-shirt, and the grand prize being the limo lunch. Mr. Snyder will kick off Tuesday September 14. **Completed**

- **Dental Sealants** – November 16, 2021. 2-3 volunteers needed- **Completed**
- **Smiles Program** – February 2022. Volunteers established at the January 2022 meeting. **Completed**
- **Family Night** – New committee. Event slated for Spring 2022. **Postponed** until further details are presented.
- **Fundraising** – New committee which will include Walk a Thon and Chipotle Nights.
 - **Chipotle** - First date set for end of August 2021. Location, Tuscarawas St. Kent Witters will coordinate with Chipotle. **Next Date April 11, 2022.**
 - **Pasta Fundraiser** – Rebecca Paliswat chairperson. **Completed. Raised \$464.00.** *Past Discussion:* Catalogs sent home. Orders can be done online. 40% of profits go to the school. Timeline: November 1-November 30, 2021. Product will be delivered to home addresses not the school. Half of the 40% (20%) will go to the Care Team.
 - **Wine Fundraiser** - TBD
- **Limo Lunch:** Committee: Alison Witters and Holly Lenox. **Location: Papa Bears. Date: Friday March 18. Thomas Limousine Service. Menu has been set and flyers were sent home to students. Discussed time filling activities, i.e. Bingo or 7 up Heads Up also plan to give out prizes.** *Past Discussion:* Might call around to see if there are any other limo company options. Three trips planned but discussed splitting the event into two days. Food Provided: Pizza/Salad/Applesauce; Chicken and Fries; or Pasta. Discussed a limo ride to a park where lunch would be provided. Brainstormed lunch options (Chick Fil A; Raising Canes; Texas Roadhouse). Also discussed limo ride to Donato’s Pizza and renting their private party room. Another idea was utilizing the Career and Wellness Center gym and kitchen. Date to be determined. Investigated Hall of Fame for possible location but was too expensive at \$32 per student. Discussed picnic in the park where students can eat lunch then play in the park. Discussed food option, Chick Fil A or local restaurant boxed lunches. Discussion per a parent suggestion around possibly lowering the goal for the limo ride to \$74 and not offering any other prizes. Further discussion on goal/rewards tabled for next year’s fundraiser.
- **Fall Class Parties:** Oct. 29, 2021. All classroom points of contact have been established. Party planning is taking place. Four parent volunteers per classroom. – **Completed**
- **Kindergarten Pumpkins** – Brian Miller taking care of this. – **Completed**
- **Election Bake Sale:** Nov. 2, 2021. Chairperson: Marissa Ullum – **Completed Raised \$448**
- **Birthday Boards:** Chairperson: Marissa Ullum
- **Grandparents Day:** October 26. Rain date: October 27. Volunteers needed. Cookies and punch will be purchased by PTO as well as cups/napkins and water. Various activities will be offered including photo booth, crafts, games, etc. Check in table will also be set up. Event was a success. Due to moving event to the scheduled “rain date” we ran short on volunteers. Refreshments were over estimated. Extra Juice/Water was saved for up-coming PTO sponsored events. **Completed**
- **Christmas Craft/Santa Shop** – Danielle Hugg Chairperson. Event was a success. Stayed within budget and also ended up with extra materials for next season. Discussed purchasing paint markers from Michaels vs. Amazon next season. *Past Discussion:* New event/committee approved. Date: December 3, 10 2021 Fourth/Third/Second grade on one day and then Kindergarten/First Grade on the other day. Location; Whipple Elementary Gymnasium. **Budget \$1,000** voted and approved. Each student will take 2 completed crafts home for the holidays. Volunteers will be needed. Any leftover supplies will be donated to the Art Room. **Completed**
- **Mother/Son Day:** Jan. 28, 2022; Chairperson: Tracey Evans. Feedback was positive. Stayed within budget. *Past Discussion:* Volunteers needed. Rebecca to send out Sign Up Genius through Remind. Pizza, chips, juice and water provided. PTO discussed, voted and approved raising the budget to \$900 to accommodate the refreshments needed. PTO discussed, voted and approved the purchase of Hungry Hippo Game supplies (4 Laundry Baskets \$4.50; 200 plastic Balls \$30). PTO discussed, voted and approved the purchase of a Giant Connect Four Game (\$74.99 plus tax).

Games planned for the event: Hungry Hippo; Dodge Ball (provided by Wellness Center); Basketball (Provided by Wellness Center); Yahtzee (Rebecca Paliswat lending this game to the event); Jenga (Rebecca Paliswat lending this game to the event); Connect Four. *Past Discussion:* Location- The Career & Wellness Center. Date had to be switched to a Friday evening due to Wellness Center Gym availability. Theme: *Mother/Son Game Night*. Gym has been reserved. Volunteers will be needed. **Completed**

- **Winter Class Parties:** Feb. 11, 2022. **Completed**
- **Father/Daughter Dance:** Tracy Smith Chairperson. Feb. 25, 2022. **Dance was a success; great feedback, final budget: \$451.67.** *Past Discussion:* DJ and Photographer reserved. Valentine's Day Theme. PTO discussed, voted and approved raising the budget to \$900. Rebecca sent out a cookie request to her distribution list. Volunteers will also be needed. Discussed snack options.
- **Bookfair:** Holly Lenox Chairperson. **Literacy night/bookfair turnout was amazing. \$5 Coupon idea was used during school day shopping. Mentioned moving Bookfair to the gym just for Literacy Night to provide more room for the foot traffic.** *Past Discussion:* Volunteers needed. PTO will front \$5 per student for any student who cannot shop during the day. We will ask for parent donation to replenish what PTO fronts. Discussed themes and decorating. Possibly get students involved in making the decorations. Alison Witters will work with Rebecca Paliswat to put together a sign-up genius. *Past Discussion:* Brainstormed ways PTO could help provide a book or money/coupon to purchase a book for those students who do not have money on bookfair day. Discussed a parent donation option and PTO offering a dollar for dollar match. PTO paid \$500.77 so that Mrs. Williams could bridge the gap from lower profits during last year's bookfair. Funds are used to purchase a book for each Whipple student during the holidays. Bookfair Dates: March 7-11, 2022 Family Bookfair Night March 9, 2022.
- **Variety Show:** Chairperson: Danielle Hugg. **\$150 original budget but now increasing to \$500 to provide for a DJ and decoration.** *Past Discussion:* Flyers need to go out soon. 2-minute limit per act. Discussed coordinating with Perry High School's Student AV group to record the show and offer a link to parents for future use. Tryouts - March 8 4:00-6:00pm, and March 10 2022 4:00-6:00pm; Dress Rehearsal March 17, 2022 4:00 to 6:00pm; Variety Show March 18, 2022 7:00pm.
- **End of Year School Field Day:** Kent Witters Chairperson. **Need to make sure we have popsicles and water.** Event Date: May 20, 2022 – Kent has reserved inflatables from All for Fun LLC Massillon. Contact is Chris 330-309-6626. PTO will provide water and popsicles for the students. Inflatables rented: Obstacle course, slide and bounce house. Inflatable company stated a generator will need to be used and they have one that the school can borrow however they did warn it will be loud.
- **Fourth Grade Graduation Parade:** Holly Lenox has ordered shirts for both the students and fourth grade teachers. Gifts have been ordered. Tracey Evans to get Fourth Grade Teacher gifts to be presented on parade day. Event Date: May 19, 2022. *Chairperson needed for all Fourth Grade Events.*
- **Fourth Grade Track Meet** – Mr. Snyder is ordering the T Shirts.
- **Fourth Grade Wellness Center/Inflatable Party:** **12 dodge balls have been ordered and will be kept in PTO supply closet. Event Date:** May 24, 2022 – Wellness Center booked for free 9:30am to noon. **Bus garage needs to be called and reserved.** *Past Discussion:* PTO will purchase additional dodge balls to be used at the event. Inflatables reserved from All for Fun LLC: Two-piece obstacle course. Also plan to use the Connect Four Game that was purchased for Mother/Son Night and planning to play Hungry Hippos again like we did at Mother/Son (need to purchase four new laundry baskets). Pizza, juice and water will be served to all fourth-grade students back at the school after the event. Fourth Grade Graduation Gift: Surviving Middle School book with a drawstring bag that will include other little gifts that go with "surviving middle school" sayings. Yard signs are being ordered by Shannon Collins. Slide show – all pics in except 10 students. The Rec Center is not hosting these types of events so this has been switched to the Career & Wellness Center. Kent Witters to reserve the facility and inflatables.

- **Staff Appreciation:** Chairperson: Emily Cather. **Next event: Staff Appreciation week.** *Past Discussion:* Next event is Parent/Teacher Conference. A Whipple parent has offered to provide dinner for one night of conferences. PTO will provide for the second night. PTO's dinner will be Chipotle; beverages and a dessert. Danielle Hug is helping Emily with the planning for Parent/Teacher Conferences in February. *Past Discussion:* First event was a success. Boxed lunches from Michael D's were delivered as well as Bundt-tinis from Nothing Bundt Cakes. Staff Appreciation Week May 2-6, 2022 something different each day.
- **Quarter Auction:** - Tabled
- **Square 1 Art:** Chairperson: Tracey Evans. Art is complete and was shipped to Square 1 Art. Next step will be sending catalogs home with students once they arrive at the school. *Past Discussion:* Tool Kit will be delivered to the school January 18, 2022 so that the Art Teacher can begin the artwork with each student. Timeline: 3/7/2022 School Ships Art Work; 3/21/2022 School receives custom catalogs to be sent home with students; 4/1/2022 Deadline Date for Orders; 4/4/2022 School ships paper order forms (orders can also be taken online); 4/25/2022 School receives products to be sent home with students. **** In order to continue Square 1 Art someone needs to email the company to request a Tool Kit and Project timeline each year. This is usually done in early fall when the new school year begins. Contact: Stephanie Coplan: stephanie@square1art.com**
- **Scholarship Awards:** Chairperson: Holly Lenox

Misc. Discussion Items

- Recess – need a liner for the gaga ball pit rubber mulch or a mat or maybe indoor/outdoor carpet

Next Meeting: April 14, 2022 Whipple Heights Elementary Library 6:00pm start time.

Motion to Close: 7:14pm Danielle Hugg approved by Tracy Smith

*Tracey Evans

3/10/2022

Secretary

Date of approval