

PAW MEETING NOTES

August 21, 2023

PAW OFFICERS: Melissa Feeney (President), Amber Rud (Treasurer), Heidi Ness (Secretary)

Attendees: Melissa Feeney, Amber Rud, Molly Penk, Heidi Ness, Jennifer Och, Derek Branton, Katie Troisdahl, Jen, Dani Johnson

1. Introductions
2. Discussion
 - a. PAW donated 10K to new playground that will be built
 - b. Donated land across street will be used for outdoor learning space
 - i. Largest \$ donation district has ever received
 - ii. Westwood has applied for several grants to develop the area
 1. \$8500 from Bernick's, \$10K from BNSF, \$5K from Walmart
 2. Most grants due September 1st, waiting to hear
 - iii. PAW will likely support as well
 - c. Enrollment is up (+60)
 - d. Spanish Emersion has added 2/3 classrooms for Kindergarten
 - i. Over by 2 kids, 3rd section will depend on how many kids are on wait list
 - ii. If 3rd section is added, we would have 6 total Kindergarten sections
 - e. This is good for funding and helps with staffing
 - i. The more students we have, the more funding we get
 - f. Class sizes are good,
 - i. 18-20 for Kindergarten
 - ii. Below district projections for other grades
 - iii. 4/5th grade around 24 kids per class
 - g. Old PAW office is being used for Reading Corps this year so need to be cognizant of their activities
3. Folders
 - a. Each student receives a daily take home
 - b. Already ordered last May
 - c. Total cost \$680
 - i. Half can be paid for with operational budget
 - ii. PAW will pay for half
 - d. Budget 400 tentatively for this year
 - e. Extras can be saved for future years
 - f. Derek will talk to Abby about what this will look like for future years
 - i. How many folders are really needed?
 - ii. Should PAW look for sponsors to fund?
4. Believe Fundraiser
 - a. Catalog with food and home goods, orders can be shipped to school or direct
 - b. Starts Oct 13th
 - c. Will run for 2 weeks
 - d. Sold \$5,000 last year and PAW gets 40%
 - e. Some concern about it falling so close to Walk a Thon
 - i. Frame it as optional

- ii. Walkathon 100% goes back to Westwood
 - iii. Fall fundraiser is optional and people get stuff they need
- 5. Fundraising for Walk a Thon
 - a. Dates – Wed Oct 4th with optional Thurs Oct 5th rain date
 - b. T-shirts and Logo
 - i. New Administrative Dean Emily looking at new T-shirt company in Foley
 - 1. \$6 per youth shirt instead of \$7.50
 - 2. Adult shirts \$10
 - 3. Good quality – Gilden Brand
 - 4. Also doing new Westwood lanyards for staff
 - ii. Planning to design a new logo this year
 - 1. Heathered gray with blue print on front and back
 - 2. No design fee
 - iii. Side note - Westwood apparel line can be expanded and have items for sale year round
 - 1. Look at company that Avon PTA uses – Everything Signs
 - a. Has online ordering
 - b. Company gives us proceeds
 - c. Sells other things like sweatpants, hats, etc.
 - d. Ships direct
 - iv. Shirts were \$4,000 last year – may be a wash budget-wise since we have more students this year
 - 1. 450 students, order 500 shirts
 - 2. Also have about 75 staff
 - 3. Last year we ordered 6 weeks in advance and all logos were needed 30 days before
 - 4. Molly working with Emily and will confirm timeline with new company
 - v. Sponsors
 - 1. Sarah Carlson got multiple donations
 - a. 1,000 Walmart, 1,000 Sams Club, 500 Toyota, 250 Christa Lindy Homes, 250 Kwik Trip
 - b. Scheels cannot donate money but can give stuff for playground or gym
 - 2. Will need a couple more sponsors to cover the cost
 - a. Cloud 9 Energy Bowls – Emily reached out and they are not able to support this year
 - b. Heidi tried Skating Place, AirMaxx, Blacklight Adventures and did not hear back. Also spoke with Rejuv Medical and they are unable to donate this year but interested next year.
 - c. Molly tried Medical Arts Dental
 - i. They have not responded yet
 - d. Dani will reach out to MARCO and follow up with Medical Arts Dental again
 - e. Jen reach out to PCI and Great River Bowl again
 - 3. What to say?
 - a. Logo will go on the back of 500 shirts, flyers, and social media
 - b. Will be held in October
 - c. Westwood's biggest fundraiser

- vi. Have teachers ask what size tshirts kids are at goal setting conference
 - 1. Molly will make 1 page for teachers that they can fill out
 - 2. Sizes need to be submitted by September 8th
 - vii. PAW table at goal setting conference?
 - 1. Aug 30 and Sept 5
 - 2. Could be staffed by PAW or admin staff
 - 3. Can put stop at PAW table on scavenger hunt
 - 4. Table may not be needed, but we could have PAW informational flyer to pass out like we did last year
6. Budgeting for the 2023-2024 school year
- a. Derek inquiring if district will be funding any field trips this year
 - i. 742 is looking at standardizing field trips across district
 - ii. Do we have opportunities to do other things if we choose that would tie into standards-based curriculum?
 - b. Anywhere we go we should plan at least \$200 for bussing
 - i. Local field trips only, bussing to the cities is too expensive
 - c. Cut Orchestra Hall Trip and repurpose \$800
 - d. PreK – \$500 good for now
 - i. Bussing is most expensive thing and double for PreK
 - ii. Molly can figure out additional transportation funding if needed
 - e. Kindegarten should be \$1,500 because there are 6 sections
 - f. 1st Grade – 4th Grade all have 3 sections (\$750 for each grade)
 - i. 3rd grade planetarium trip last year was \$400 for bus, event was free
 - 1. Would be interested in doing again
 - ii. Keep extra \$100 for 4th grade pizza party for completing ALEKS
 - g. 5th grade gets a little more since it is their last year (keep \$1,100)
 - h. Do not budget for Mystery Science curriculum at this point
 - i. 5th grade graduation - \$200
 - j. Insurance – Derek looking into what we are insured for, did not use last year, can possibly cut
 - k. I love to read – Sara (\$250)
 - l. Keep \$250 for Gingerbread Day and add \$250 for K emersion activity
 - m. Robotics may go up a bit but not that much
 - i. District investing in robotics across the district
 - ii. Spent over \$2,000 last year
 - 1. Supplies and registration
 - iii. PAW could sell popcorn or do apparel sale specific for robotics
 - 1. Apparel sale in spring
 - n. Technology – leave at \$1,600
 - o. Library Books
 - p. Music, PE, Art – keep at \$250
 - i. We should notify teachers how much budget they have after approved
 - q. Nurse – keep at \$100
 - r. Sped – 6 teachers increase from \$150 to \$1,200
 - s. EBD (part of Sped)
 - t. EL - \$500
 - u. Counselor – keep at \$150
 - v. Sunshine fund? – ask Abby if this is needed
 - w. Muffins with Mom, change to Family Engagement and partner with Sara – increase to \$300

- x. School Folders – decrease to \$400
- y. Fall Party –
 - i. Change to Trunk or Treat
 - ii. Had extra candy last year
 - iii. Was \$1,000 but only spent \$300
 - iv. Decrease to \$350
 - v. Spark Conference – add item for Student Enrichment \$500
- z. Spring Party
 - i. Is now Food Truck Night
 - ii. Cross off \$1,000
 - iii. We actually make \$500 instead of having an expense
 - 1. \$100 per truck plus Pizza Barn sent \$78.65 donation
- aa. Conference Meal
 - i. Olive Garden may have a donation request
 - ii. Increase to \$1,000
 - iii. Conferences Oct 17th
 - iv. Molly ask Chick Fil A about donating again
- bb. Teacher Appreciation
 - i. Bagels and Fruit from Costco
 - ii. Panera delivered coffee
 - iii. Bump to \$800 to include things like Lanyards
- cc. Misc
 - i. Keep at \$500
 - ii. Printing and postage
- dd. Cross off BRS and BSS
- ee. GREAT Theater
 - i. Will plan to do again this year
 - ii. Need to commit \$1,000
 - iii. Last year collected payments from parents, \$35 per student and option to sponsor
 - iv. Bought pizza juice and fruit
 - v. Play will be held in January
- ff. Budget at \$18,400 now